  
 Director,  
 Government Institute of Forensic Science,  
 Nagpur.

Name VANDANA S. WATHKAR

Local Address 93, SHEGIAN...

NAGAR, BAHADURA.....

FATA, UMRED ROAD.....

Permanent Address SHEGIAN.

NAGAR, BAHADURA.....

FATA, UMRED ROAD, NAGPUR

Mobile No. 9767792694.....

(To be always kept by the student when attending the Institute or any Institute function.)



Amar Sewa Mandal's

# KAMLA NEHRU MAHAVIDYALAYA [Sr.]

Reaccredited 'A+' grade by NAAC

Sakkardara Chowk, Nagpur-24 Phone : 0712-2747853 / 2749784

Identity Card-2020-2021



**ID. No.** 2880859 **Class** M.A. ECO - I YEAR

**Name** AARTI GAJANAN BAGDE

**DOA** 02/02/2021 **DOB** 13/05/2000

**Address** GIDDOBA NAGAR, WATHODA LAYOUT.  
Ph:9665933732

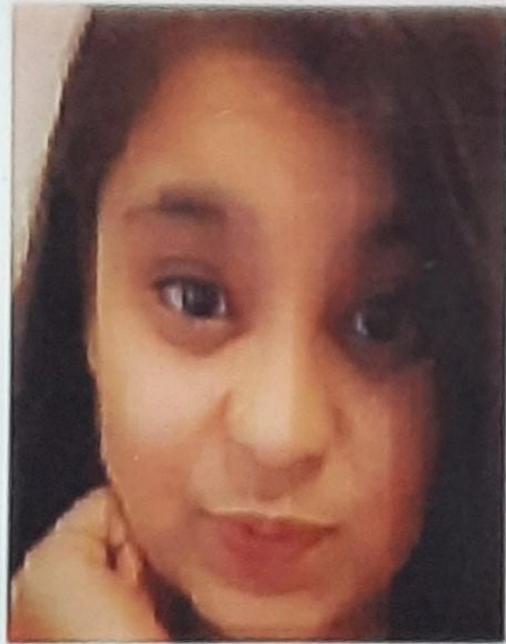


[www.kamlanehrucollege.ac.in](http://www.kamlanehrucollege.ac.in)



# SHRI RAMDEOBABA COLLEGE OF ENGINEERING AND MANAGEMENT, NAGPUR

An Autonomous College Affiliated to Rashtrasant Tukadoji  
Maharaj Nagpur University



Name : Anjali Umashankar Tiwari  
Course : MCA(SHIFT-I)  
Date of Birth : 04-May-2000  
Academic Year : 2020-2022



tiwariau@rk nec.edu



G.H. Raisonni Institute of  
**Engineering & Technology**

B-37/39-1, Shradha Park, Hingna-Wadi Link Rd., Nagpur-16.  
Ph. : 07104-236102 , [www.ghriet.raisonni.net](http://www.ghriet.raisonni.net)



**Name** **LABHIKA KISHOR KHADGI**

**Course** **MCA** **Year:** Ist Yr.

**DOB** **19/12/1999** **Blood Grp:** NA

**Add** **Juni Mangakwari Gangabai Ghat Road Nagpur**

Validity:-2020-2021

20Q0005MCAP1035 **Mobile** 9049171965



Engineering

Management

Law

School

Other Courses

■ NAGPUR ■ PUNE

■ RAISONNI

■ BHILAI

■ BILASPUR

■ UJAIN

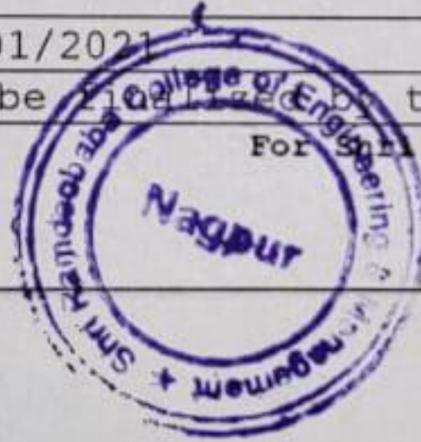
**RAISONNI**  
INSTITUTIONS



**Shri Ramdeobaba College of Engineering and Management, Nagpur**  
**Katol Road, Nagpur, Maharashtra, India - 440 013.**



RECEIPT		
Receipt No.	IN/2020-2021/2252	Jan 14, 2021
Received from	Jasmine Bano Mahemood Shah	UID: -
Dept. / Branch : MCA [General Shift] 1st year		
Sr no.	Account Head	Amount In Rs.
1	Development Fee	11,022.00
2	Examination Fee	5,000.00
3	Caution Money Deosit	5,000.00
4	Admission Processing Charge	500.00
5	Tution Fee	73,478.00
Amount in word	Rupees Ninety Five Thousand Only.	
Total (In Rs.)		95,000.00/-
Demand Draft SBI 348545 13/01/2021		95,000.00
Interim fee. Final fee would be paid to the S.S.Samiti		
For Shri Ramdeobaba College of Engineering and Management, Nagpur Katol Road, Nagpur, Maharashtra, India - 440 013.		
Generated By : Shrikant Aparajit		





**DAIMSR**

Values | Commitment | Excellence

**Dr. Ambedkar Institute of  
Management Studies & Research**  
Deeksha Bhoomi, Nagpur-440010. Accredited by NAAC with 'A' Grade

No. : **3082**

Date : ...17/12/20...

Received a sum of Rs. 200/-  
(Rs. Two hundred only)

From Shri/Ku/Smt. Netra Retar

**Towards Admission Processing fees**

Receiver



Amar Sewa Mandal's

**KAMLA NEHRU MAHAVIDYALAYA (MCA & MBA PROGRAMME)**

Sakkardara Chowk Nagpur 440024 (M.S.)

**MC (ADMISSION RECEIPT)**

Rec. No. : C1/MC/A/2020-2021/301  
Class : MCA SEM 1  
Category : OBC  
Name : KU PRANITA KUSHALRAO BOBADE  
Adm. No.:31  
Date : 27/01/2021  
Student Id. : 2873688  
Section :  
Fee Type : HTF  
Roll No :

Received the following

(₹)Amount

UNIV ANNUAL FEE	125.00
COLLEGE MAGAZINE FEE	100.00
TUTION FEE	12,002.00
I CARD	20.00
LIBRARY FEE	400.00
DISASTER MANAGMENT FEE	10.00
STUD GAME FEE	25.00
ASHWAMEDH FEE	30.00
E SERVICE	50.00
CYCLE STAND	20.00
SAF/SWF/MAF/SUF FEE	20.00

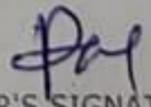
Total : ₹ 12,802.00

In words : Twelve Thousand Eight Hundred Two Only

Med : Eng, Subject : COA, OPU, O/S, DEM, SAD, PI, P2

Cash : 12802.00

Remarks : Outstanding Fees : 22998

  
RECEIVER'S SIGNATURE

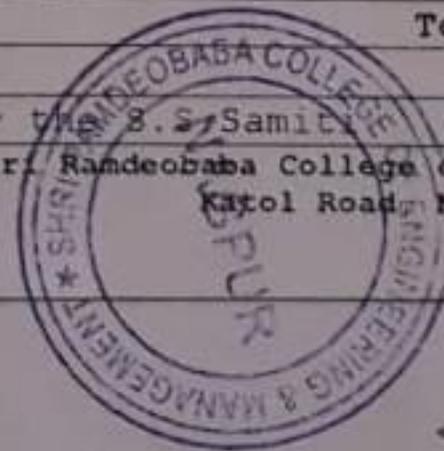


SUBJECT TO NAGPUR JURISDICTION

Shri Ramdeobaba College of Engineering and Management, Nagpur  
Katol Road, Nagpur, Maharashtra, India - 440 013.



RECEIPT		
Receipt No.	IN/2020-2021/3143	Jan 28, 2021
Received from	Rushikesh Anilrao Margode	UID: -
Dept. / Branch	MCA [First Shift] 1st year	
Sr no.	Account Head	Amount In Rs.
1	Development Fee	11,022.00
2	Examination Fee	5,000.00
3	Caution Money Deosit	5,000.00
4	Admission Processing Charge	500.00
5	Tution Fee	73,478.00
Amount in word	Rupees Ninety Five Thousand Only.	
Total (In Rs.)		95,000.00/-
Demand Draft BOM 542435 27/01/2021		95,000.00
Interim fee. Final fee would be finalized by the S.S. Samiti		
For Shri Ramdeobaba College of Engineering and Management, Nagpur Katol Road, Nagpur, Maharashtra India - 440 013.		
Generated By		Shrikant Aparajit



*Shri*

# Central Institute of Business Management Research & Development, Nagpur

Pawanbhumi, Somalwada, Wardha Road, Nagpur - 440025.

OBC

**RECEIPT**

No. **3232**

Date: 15/04/2021

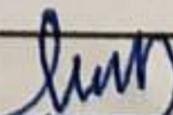
Received From Vaishnavi Vijay shende

2020-2021

Student of MBA - I / MBA - II

PARTICULARS	MBA - I	MBA - II	
1. Tuition Fees (Nagpur University)	1,05,357	1,05,357	
2. Development Fees	12,643	12,643	12000
3. Interium Fee Fund	---	---	
4. Caution Money, Deposit (Refund)	---	---	
5. University Fees	---	---	
a) University Exam Fees	1,950	1,950	
b) University Enrollment Fees (for other University)	100	---	
c) University Migration Fee (for other University)	500	---	
d) Prop. Certificate	---	200	
e) Degree Fee	---	220	
f) Project Fee	---	2,074	
g) Games - Sports & Gymkhana Fee	240	240	
h) Library Fee	200	200	
i) College Magazine Fee	100	100	
j) E- Suvidha Fee	50	50	
k) Extra Curricular activity	80	80	
l) Student Aid Fund	60	60	
m) Medical Exam Fee	40	40	
n) Physical Efficiency Test	40	40	
o) Annul Fee	125	125	
p) Student Welfare Fund	5	5	
q) Student Medical Aid Fund	5	5	
r) Vidyarthi Sangh Shulka	5	5	
s) Medical Form Fee	5	5	
For Nagpur University Total	1,20,905	1,23,399	
For other University Total	1,21,505	1,23,399	12000

Amount in words : Rupees Twelve Thousand only

  
Signature of Accountant

ERCE



PRERNA COLLEGE OF COMMERCE

## PRERNA COLLEGE OF COMMERCE

Reshimbag Square, Nagpur-440024

Phone: 0712-2745296,2746840

2021-22

Name : AKSHATA DESHKAR

Class : M.COM-I

Department : COMMERCE

Contact No. : 9325698968

D.O.B. : 19/11/1999



Principal

Score Card / Candidate Login



**Government of Maharashtra**  
**State Common Entrance Test Cell, Mumbai.**  
**8th Floor, New Excelsior Building, A. K. Nayak Marg, Fort, Mumbai- 400 001**

**MBA/MMS CET 2021 Score Card**

Roll No	2111067282	Application Number	215630523	Category	OBC
---------	------------	--------------------	-----------	----------	-----

\*Candidate's Name: DADWE ABHISHEK RAMESH

\*Candidate's Father's / Husband's Name: RAMESH

\*Candidate's Mother's Name: MANGALA



MBA/MMS CET Percentile: 6.2728917

Date of the Result: 29-Oct-2021

IP address of the Computer from which Score Card downloaded: 110.224.213.255

Date and Time of downloading the Score Card: 31-10-2021 17:57

\* As filled in by the candidate in online application form

MBA/MMS CET Scores are Normalized Scores across Multi Day and Multi-Session Papers are based on the relative performance of all those candidates who have appeared for the examination in one session. The Marks obtained are transformed into a scale ranging from 100 to 0 for each Session of Examinees.

MBA/MMS CET Score is NOT the same as PERCENTAGE of Marks obtained.

The detailed Process of Scoring Logic has been made available for the candidates on <https://cetcell.mahacet.org/> for reference.



**G H RAISONNI INSTITUTE OF  
MANAGEMENT & RESEARCH**

Babubhai Colony, Prince Lawn, Chincholi, Khaperkheda  
www.ghrimr.raisonni.net | Ph.: 0712-6617181



**Name** ABHISHEK RAMESH DADWE

**Course** MBA

**Year:** 1st Yr

**DOB** 30/10/1992 **Blood Grp:** .

**Add** TIMKI TEEN KHAMBA, NAGPUR

**Validity:-2021-2022**

21Q0302MBA10186 **Mobile** 7020012460



Engineering

Management

Law

Schools

Other Courses

■ NAGPUR ■ PUNE ■ RAIGAD ■ SAFRAZI ■ AHMEDNAGAR ■ CHINDWARA



**RAISONNI**  
GROUP OF INSTITUTIONS



सत्यमेव जयते



State Common Entrance Test Cell, Maharashtra State, Mumbai  
8th Floor, New Excelsior Building, A.K. Nayak Marg, Fort, Mumbai-400001. (M.S.)  
Provisional Allotment for CAP Round - II for Admission to First Year Post Graduate  
Technical Courses in Management Admissions (MBA/MMS) for the year 2021 - 2022  
Application ID : MB21110926



Personal Details

Candidate's Full Name	HARSHAL RAJU WELEKAR		
Gender	Male	DOB (DD-MM-YYYY)	15-01-2001
Category for Admission	SBC	Home University	Rashtrasant Tukadoji Maharaj Nagpur University
Candidate Category	SBC	Person with Disability	N.A.
Religious Minority	N.A.	Lingulstic Minority	N.A.
EWS Status	N.A.	Orphan	N.A.
Candidature Type	Maharashtra State Candidate - Type A		

Provisional Allotment Details

Institute Allotted	Suryadatta Educational Foundation, Suryadatta Institute of Business Management and Technology, Pune		
Course Allotted	M. B. A.		
Choice Code Allotted	654810110 -Change In Seat Type but No Change in Choice Code		
Seat Type Allotted	MI-MH		
Preference No. Alloted	13		
CAP Round Allotted	2		
All India Merit No	29767		
State General Merit No	27985		
Merit Score/Percentile	52.9160494		

IMPORTANT INSTRUCTIONS :

1. Check the allotment made in the CAP Round II through candidate's Login & Verify the correctness of the credentials used in seat allotment made to him/her in CAP round II as per the Rules & Regulations.
2. In later stage, if it is found that the seat allotted to the candidate on the false claims made in the application by the candidate, then such allotment/admission taken in the allotted institute shall be cancelled automatically.
3. The allotment given in CAP Round II is final allotment;
4. Reporting dates for admission in the allotted Institute **18-12-2021 to 21-12-2021 Up to 05.00 p.m.**



Printed On:18-12-2021 03:31:19 PM

Printed By:MB21110926

URL:<https://mba21cap.mahacet.org.in/cetmba21/mba21/index.php/AllotmentController/displayAllotment?id=MTEwOTI2&md=Mg==>

Published On: 18-12-2021



https://rtmnu.digitalsuniversity.ac/

# RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY, Nagpur

Chhatrapati Shivaji Maharaj Administrative Premises, Ravindranath Tagore Marg, Nagpur-440001, MH (India)



Examination Hall Ticket  
M COM (with Credits)-Regular-REGULAR-F Y M COM-First Semester for WINTER 2021 Examination

College: PRERNA COLLEGE OF COMMERCE (144)

PRN: 20193019304385	Seat Number: 585405	Town Name: NAGPUR (1)	Signature
Student Name: CHAITANYA RAVINDRA PATANKAR (KIRAN)	Eligibility: Provtional	Medium: English	
Vernacular Name: चैतन्य रवींद्र पाटणकर	Phy. Challenged: No	Gender: Male	Appearance Type: Fresher
UserName: D21DF0089224	Password: 000302		

Exam Center: 144 PRERNA COLLEGE OF COMMERCE, RESHIMBAG CHOWK, City:nagpur, Taluka:Nagpur City, District:Nagpur, State:Maharashtra

SN	Paper Code	Paper Name ( UA - University Assessment, CA - College Assessment )	Date	Time	Jr. Supervisor's Sign.
1	1T1	ADVANCED FINANCIAL ACCOUNTING	Theory	UA	
			Theory	CA	
2	1T2	INDIAN FINANCIAL SYSTEM	Theory	UA	
			Theory	CA	
3	1T3	MANAGERIAL ECONOMICS	Theory	UA	
			Theory	CA	
4	1T4	MARKETING MANAGEMENT	Theory	UA	
			Theory	CA	

Signature and Seal of Principal  
**PRERNA COLLEGE OF COMMERCE**  
 NAGPUR



1. The examination will be conducted online on the website <https://www.rtmnu.net>
2. PRN\* is a temporary number generated for EXAM purpose ONLY UNTIL RTMNU Enrollment Section marks them as "Eligible" after verification either form HSC Board data or one to one verification process for UG REGULAR STUDENT ONLY
3. The website can be accessed through mobile, desktop computer or laptop but mobile front camera / web cam is essential.
4. Good internet connectivity is required for exam at student end.
5. For login to the examination, Select Faculty, Course and semester/year. In the login box enter the User ID and Password printed on your admission card to login.
6. The mobile front camera should be on during the duration of exam. In case of Desktop computers and laptops, web cam is compulsory
7. Students should not open any other website or app or application during examination.
8. Do not share User ID, Password with anyone.
9. Check mobile/laptop battery before starting of examination.



इंदिरा गांधी राष्ट्रीय मुक्त विश्वविद्यालय  
मैदान गढ़ी, नई दिल्ली - 110068

Indira Gandhi National Open University  
Maidan Garhi, New Delhi - 110068



IGNOU - Student Identity Card

Enrolment Number : 2107406730

RC Code : 36: NAGPUR

Name of the Programme : MBA : Master of Business Administration

Name : JAGRUTI RAJESH PATIL

Mother's Name : JYOTI

Address : 78, Gajanan Nagar, , Omkar Nagar Sq., Ring  
Road Nagpur NAGPUR MAHARASHTRA

Pin Code : 440027

2107406730



Instructions :

1. This card should be produced on demand at the Study Center, Examination Center or any other Establishment of IGNOU to use its facilities.
2. The facilities would be available only relating to the Programme/course for which the student is registered.
3. This ID Card is generated online. Students are advised to take a color print of this ID Card and get it laminated.
4. The student details can be cross checked with the QR Code at [www.ignou.ac.in](http://www.ignou.ac.in)

Registrar  
Student Registration Division



Government of Maharashtra  
State Common Entrance Test Cell, Mumbai.  
8th Floor, New Excelsior Building, A. K. Nayak Marg, Fort, Mumbai- 400 001

**MBA/MMS CET 2021 Score Card**

<b>Roll No</b>	2111042661	<b>Application Number</b>	215511898	<b>Category</b>	SC
<b>*Candidate's Name:</b> KAJAL SHRIKANT BAGDE					
<b>*Candidate's Father's / Husband's Name:</b> SHRIKANT MANIKRAO BAGDE					
<b>*Candidate's Mother's Name:</b> SAROJ SHRIKANT BAGDE					
<b>MBA/MMS CET Percentile</b>	14.5479828				
<b>Date of the Result</b>	29-Oct-2021				
<b>IP address of the Computer from which Score Card downloaded:</b>	103.220.82.7				
<b>Date and Time of downloading the Score Card:</b>	21-12-2021 12:54				

\* As filled in by the candidate in online application form

- MBA/MMS CET Scores are Normalized Scores across Multi Day and Multi-Session Papers are based on the relative performance of all those candidates who have appeared for the examination in one session. The Marks obtained are transformed into a scale ranging from 100 to 0 for each Session of Examinees.
- MBA/MMS CET Score is NOT the same as PERCENTAGE of Marks obtained.

The detailed Process of Scoring Logic has been made available for the candidates on <https://cetcell.mahacet.org/> for reference.



Government of Maharashtra  
State Common Entrance Test Cell, Mumbai.  
8th Floor, New Excelsior Building, A. K. Nayak Marg, Fort, Mumbai- 400 001

**MBA/MMS CET 2021 Score Card**

<b>Roll No</b>	2111133468	<b>Application Number</b>	215711180	<b>Category</b>	Open
<b>*Candidate's Name:</b> SANKET GAULKAR					
<b>*Candidate's Father's / Husband's Name:</b> MORESHWAR					
<b>*Candidate's Mother's Name:</b> UJJWALA					
<b>MBA/MMS CET Percentile</b>	46.0351362				
<b>Date of the Result</b>	29-Oct-2021				
<b>IP address of the Computer from which Score Card downloaded:</b>	106.67.164.139				
<b>Date and Time of downloading the Score Card:</b>	28-MAR-2022 12:35:10 PM				
<b>* As filled in by the candidate in online application form</b> <ul style="list-style-type: none"><li>MBA/MMS CET Scores are Normalized Scores across Multi Day and Multi-Session Papers are based on the relative performance of all those candidates who have appeared for the examination in one session. The Marks obtained are transformed into a scale ranging from 100 to 0 for each Session of Examinees.</li><li>MBA/MMS CET Score is NOT the same as PERCENTAGE of Marks obtained.</li></ul> The detailed Process of Scoring Logic has been made available for the candidates on <a href="https://cetcell.mahacet.org/">https://cetcell.mahacet.org/</a> for reference.					



Government of Maharashtra  
State Common Entrance Test Cell, Mumbai.  
8th Floor, New Excelsior Building, A. K. Nayak Marg, Fort, Mumbai- 400 001

**MBA/MMS CET 2021 Score Card**

Roll No	2111044329	Application Number	215583144	Category	OBC
*Candidate's Name: SHRIKANT YOGESHWAR PARDHI					
*Candidate's Father's / Husband's Name: YOGESHWAR					
*Candidate's Mother's Name: VAISHALI					
MBA/MMS CET Percentile		58.1219497			
Date of the Result		29-Oct-2021			
IP address of the Computer from which Score Card downloaded:		157.33.64.86			
Date and Time of downloading the Score Card:		07-01-2022 16:14			
<p>* As filled in by the candidate in online application form</p> <ul style="list-style-type: none"><li>- MBA/MMS CET Scores are Normalized Scores across Multi Day and Multi-Session Papers are based on the relative performance of all those candidates who have appeared for the examination in one session. The Marks obtained are transformed into a scale ranging from 100 to 0 for each Session of Examinees.</li><li>- MBA/MMS CET Score is NOT the same as PERCENTAGE of Marks obtained.</li></ul> <p>The detailed Process of Scoring Logic has been made available for the candidates on <a href="https://cetcellmahacet.org/">https://cetcellmahacet.org/</a> for reference.</p>					



Shri Shivaji Education Society

# DHANWATE NATIONAL COLLEGE

College with Potential for Excellence  
B+ Accredited by NACC

CONGRESS NAGAR, NAGPUR-12 ☎:2422759, 2454193

## Identity Card 2021-2022



**ID No.** 3197837      **Class** M.COM..1 (A)  
**Name** BHAGYASHREE SAINATH NAIR  
**DOA** 09/09/2021      **DOB** 17/06/2000  
**Address** NISHA PATIL VISHWAKARMA  
NAGAR NAGPUR

**PRINCIPAL**



[www.dhanwatanationalcollege.com](http://www.dhanwatanationalcollege.com)



# Lexicon<sup>TM</sup> Management Institute of Leadership and Excellence

Approved by AICTE, Ministry of HRD & Govt. of India

Lexicon Estate, Gat no. 726, Pune-Nagar Rd, Wagholi, Pune 412207



**Name** : Tanmay G. Lonare

**Course** : PGDM (2021-23)

**PRN** : 20210213060152

**Birth Date:** 20.12.1999 **Blood Grp:** O+VE

**Address** : 17 Old Sakkardhara Near  
Vihar Nagpur 440024

**Contact** : 9588643830

*Nazir Shaikh*

Chief Executive Officer



Government of Maharashtra  
State Common Entrance Test Cell, Mumbai.  
8th Floor, New Excelsior Building, A. K. Nayak Marg, Fort, Mumbai- 400 001

**MBA/MMS CET 2021 Score Card**

<b>Roll No</b>	2111043435	<b>Application Number</b>	215541627	<b>Category</b>	Open
<b>*Candidate's Name:</b> TEJAS DNYANESH WARDEKAR					
<b>*Candidate's Father's / Husband's Name:</b> DNYANESH WARDEKAR					
<b>*Candidate's Mother's Name:</b> RANJANA DNYANESH WARDEKAR					
<b>MBA/MMS CET Percentile</b>			24.5644330		
<b>Date of the Result</b>			29-Oct-2021		
<b>IP address of the Computer from which Score Card downloaded:</b>			117.99.252.67		
<b>Date and Time of downloading the Score Card:</b>			29-10-2021 21:20		

\* As filled in by the candidate in online application form

- MBA/MMS CET Scores are Normalized Scores across Multi Day and Multi-Session Papers are based on the relative performance of all those candidates who have appeared for the examination in one session. The Marks obtained are transformed into a scale ranging from 100 to 0 for each Session of Examinees.
- MBA/MMS CET Score is NOT the same as PERCENTAGE of Marks obtained.

The detailed Process of Scoring Logic has been made available for the candidates on <https://cetcell.mahacet.org/> for reference.

23 March 2023

Aditya Rushikumar Gaikwad  
405, Chandan Nagar, Near Ram Mandir  
Nagpur City  
India  
440009  
India

Dear Aditya Rushikumar,

**UNCONDITIONAL OFFER OF ADMISSION**

We are delighted to let you know that your application to study at the University of Sydney ('University') has been successful, and we are offering you the opportunity to join our vibrant student community. Here are some important details about your offer:

<b>Your student ID</b>	530559043
<b>Course name</b>	Master of Information Technology and Master of Information Technology Management
<b>Course code</b>	MAINFITM1000
<b>Course location</b>	Camperdown/Darlington, Sydney
<b>CRICOS code</b>	083638G
<b>Work-based training component</b>	No <i>see Training and placements below</i>
<b>Credit points in total</b>	96
<b>Indicative course duration</b>	104 weeks
<b>Commencement date</b>	31 July 2023
<b>Academic year of entry</b>	2023
<b>Semester</b>	Semester 2
<b>Mode of Study</b>	Full time, International
<b>2023 Indicative tuition fees (Year 1)</b>	For students commencing the Master of Information Technology and Master of Information Technology Management in Semester 1, 2023: \$50,500.00.  <b>This tuition fee is indicative and represents 2023 fees only. It is subject to annual increases for each year of your study, effective at the start of each calendar year.</b>  <b>Please read the important information on fees set out in this offer carefully.</b>
<b>Overseas Student Health Cover</b>	\$1,440.00
<b>2023 student services and amenities fee (Year 1)</b>	\$326.00
<b>Initial payment</b>	\$25,250.00

Please take the time to read the important information about your Course on the following pages.

### Accept your offer

Once you have read that information, your next step is to accept your offer online. Please log in to your Sydney Student portal at: [sydneystudent.sydney.edu.au](http://sydneystudent.sydney.edu.au), select 'My Applications', then 'Respond to offer'.

To accept this offer you must also pay in-full, the initial payment listed in the table above. You may choose to pay more than the initial payment before your course starts. If you wish to pay more than the initial payment, this can be done through the acceptance process and the available balance will be used for future units you enrol in.

Please note that you will not be able to enrol until you have accepted your offer. We will contact you at a later date with instructions about how to enrol. It is your responsibility to keep a copy of this letter and any receipts you receive for your payment of tuition fees and non-tuition fees.

**Please also note that this offer will only remain valid for as long as there are places available in the year in which you have applied for course commencement.**

It is your responsibility to ensure that you arrive in time for start of semester. Should you be delayed and commence your study after the semester start date, you will be unable to use late enrolment as grounds for special consideration of assessments and exams. The final date to enrol in your preferred units of study can be found on the University's website under Study dates: [sydney.edu.au/students/study-dates](http://sydney.edu.au/students/study-dates).

Please also refer to the University's Find a Course website at: [sydney.edu.au/courses](http://sydney.edu.au/courses) for assumed knowledge requirements that may apply to your course.

Please also refer to the University's Study Dates website at [sydney.edu.au/study/study-dates](http://sydney.edu.au/study/study-dates) for current details of key dates including planned holiday breaks.

**Please note that this offer will only remain valid for as long as there are places available in the year in which you have applied for course commencement.**

### Overseas Student Health Cover

It is a condition of your student visa that you maintain Overseas Student Health Cover (OSHC) for the duration of your studies. OSHC needs to be arranged around the same time you accept your offer to study. The University can arrange OSHC on your behalf, or you can purchase OSHC from one of the following current Australian Government-approved providers:

- Australian Health Management
- BUPA Australia
- Medibank Private
- Allianz OSHC
- nib OSHC
- CBHS International Health

Further information on OSHC can be found at [immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500#Eligibility](http://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500#Eligibility).

The University has a preferred provider agreement with Allianz Global Assistance (OSHC) (**Allianz**), under which the University can arrange OSHC on your behalf. Under this agreement, the University receives a commission based on a percentage of the premium paid for a policy, and other benefits from Allianz, for facilitating OSHC for international students. The commission and other benefits will be used to support initiatives that improve the international student experience at the University.

If you elect to have the University arrange your OSHC on your behalf, you will be required to pay for your OSHC at the time of accepting your offer. You can find further information on arranging OSHC through the University at [sydney.edu.au/study/finances-fees-costs/living-costs/health-insurance](http://sydney.edu.au/study/finances-fees-costs/living-costs/health-insurance).

If you choose to obtain OSHC with another provider, you must provide evidence of your OSHC when applying for a student visa.

Please note that the OSHC amount quoted above is an indicative amount based on coverage of a single person under the University's preferred provider agreement with Allianz. This amount may change if you elect to amend the type of cover and a final quote will be calculated when you accept your offer.

## Training and placements

Based on the current underlying Course structure, students in the Course are not required to undertake compulsory work-based training, placements or other training. However, if you later select to enrol in particular units of study or streams then you may be required to do so. If you select a particular stream or units of study it is important for you to read the information and understand any specific enrolment and/or professional registration requirements. Further information can be found here: [sydney.edu.au/students/course-required-placements](https://sydney.edu.au/students/course-required-placements).

## COVID-19 special measures - important information

*Changes to operations until end of Semester 1, 2023*

The COVID-19 pandemic required temporary changes to the operation of the University for health and compliance reasons.

As a result, your course or parts of your course may be delivered differently than its delivery method prior to the pandemic. These changes will depend on the units in which you are enrolled and may include remote delivery of subjects and changes to campus operations, assessment methods and the mode for delivery of available support services. These changes are communicated through relevant Sydney Courses webpages and other University communication platforms.

You should ensure you understand how these changes may affect you by carefully reviewing the relevant Sydney Courses webpage(s) available at <https://www.sydney.edu.au/courses/search>, together with other relevant information communicated to you by the University. Please ensure you review the webpages regularly for any updates.

**As at the date of this letter, the University intends that these interim arrangements will cease at the end of Semester 1, 2023 but you will need to check the requirements for your particular course as some schools and faculties may cease the arrangements earlier. From Semester 2, 2023, all students will be required to return to campus and pandemic-related measures for delivery of courses will cease for all courses. Students who commence their studies offshore in a course that has in-person requirements but due to COVID-19 will study remotely, are expected to come to Australia on a relevant visa from Semester 2, 2023, if not earlier, depending on their specific course requirements listed on the website.**

By accepting this offer, you agree that you have read and understood this COVID-19 important information.

## Supporting documents

The University accepts scanned documents submitted online in support of applications for admission to courses. All supporting documents must be true and complete records. You should be prepared to provide original documents or original certified copies of supporting documents upon request at any time.

Documents submitted in a language other than English must be accompanied by a complete English translation. The University accepts translations to English made by an accredited translator with a government body, the Registrar of the issuing institution or, for international applicants, registered University education Agents who are designated translators.

Please note that detailed checking of supporting documents is an inherent element of our admissions process and may involve contacting the original issuing authority, relevant tertiary admissions centre, organisation, or individual, as required, to verify documents. A failure to provide documents on request, or the discovery of either fraudulent documents or a misrepresentation of true circumstances in association with your application, may lead to the rejection of your application for admission, the withdrawal of your offer, or the cancellation of your enrolment.

## Important information about fees

The tuition fee set out in this offer is indicative only. The exact tuition fee that you pay will depend on the calendar year in which you undertake your study in the Course.

### **Tuition fees**

The tuition fee set out in this offer is based on a full-time student enrolment load of 48 credit points per year (1.0 Equivalent Full Time Study Load). If your study load is more or less than 1.0 EFTSL, your tuition fee will differ from the indicative fee set out in this offer.

**Tuition fees are subject to annual review by the University and will increase each calendar year of your study, effective at the start of each calendar year.**

The exact tuition fees that you will pay for your specific enrolment in any given semester (or research period) will be set out in your 'Student Financial Statement'. This Statement will be generated, and available within 24 hours in your Sydney Student portal, once you have submitted your enrolment selections prior to the relevant University census date.

Please note that sanctions for unpaid student debts apply and are set out in the '*Student Debtor Sanctions Policy 2014*' (as may be amended or replaced from time to time) which can be found at: [sydney.edu.au/policies](http://sydney.edu.au/policies).

### **Student Services and Amenities Fee (not included in the tuition fees above)**

The Student Services and Amenities fee (**SSA Fee**) was introduced by the Australian Government to increase student support and facilities at Australian universities. Please note that the SSA Fee listed in this offer is indicative of the year stated, and based on a full-time student enrolment load of 48 credit points per year (1.0 Equivalent Full Time Study Load). You will be required to pay a SSA Fee each semester for your study in a course. The SSA Fee is subject to annual review by the University, and will increase each year of your period of study (subject to a Government specified cap on indexation), effective at the start of each calendar year. For further information about the SSA Fee, due dates for payment, and payment deferral for eligible students, please consult the University's webpage at: [sydney.edu.au/students/ssaf](http://sydney.edu.au/students/ssaf).

### **Additional Expenses**

Please note that for some courses there are additional expenses in addition to the course fee. Some of these additional costs are significant, for example, course-specific materials, tools, protective clothing and equipment. Please consult the University's web page for more information: [sydney.edu.au/students/materials-equipment](http://sydney.edu.au/students/materials-equipment).

### **Method of Payment**

There are a number of ways that you can pay the fees that apply to your study. Be aware, a surcharge will apply for payments made using a debit or credit card. Find a list of the applicable card payment fees on our [website](http://sydney.edu.au/students/paying-fees). The surcharge is subject to review and may change. Information about payment methods can be found on our website [sydney.edu.au/students/paying-fees](http://sydney.edu.au/students/paying-fees)

### **Recognition of Prior Learning**

Your previous studies may allow you to reduce the length of your studies in this Course, depending on their relevance. The University's policies are available at the Policy Register at: [sydney.edu.au/policies](http://sydney.edu.au/policies). You should consult with the [Student Centre](#) for more specific information about your eligibility and apply for credit via your Student Portal.

### **Status of Deferral**

Please consult the '*Coursework Policy 2014*' (as may be amended or replaced from time to time) at: [sydney.edu.au/policies](http://sydney.edu.au/policies) for up-to-date information about the University's policies on deferral.

### **Changes to your student status**

The University's '*Coursework Policy 2014*' (which can be found at: [sydney.edu.au/policies](http://sydney.edu.au/policies)) provides information about residency changes and how any changes will affect your offer of admission and fee liability. The Policy may be amended or replaced from time to time, and you must consult this Policy for up-to-date information about changes to student status.

### University Rules and Policies

As part of agreeing to the terms and conditions of this offer (including the terms and conditions set out at Annexure A to this letter), you agree to comply with the University's rules and policies that exist from time to time. The University's rules and policies are listed on the University's Policy Register at: [sydney.edu.au/policies](https://sydney.edu.au/policies). The University may amend these rules and policies from time to time, and you must consult the University's Policy Register for the most up-to-date information.

To the extent that there is any inconsistency with the terms of this offer, and the rules and policies of the University, the rules and policies prevail.

If you have queries about your offer, please see our information online at: [sydney.edu.au/study/find-a-course/postgraduate-study/postgraduate-courses](https://sydney.edu.au/study/find-a-course/postgraduate-study/postgraduate-courses) or contact our admissions team by email at [international.admissions@sydney.edu.au](mailto:international.admissions@sydney.edu.au).

Thank you for your application and we look forward to welcoming you to the University.

Kind regards,



Wen Chai,  
Director, Admissions  
For and on behalf of the Dean/Head of School and Dean

## Annexure A: Terms and conditions

By accepting this offer, you understand and agree that:

1. You have been informed about, provided information on, and you understand:
  - the details of the course you will undertake, including a general description of the content, the qualification that will be gained on completion (if applicable), the duration of the course, the teaching and assessment methods used, and the details and location of any other provider involved in delivering the course;
  - the requirements for admission into your course, including level of English language proficiency, educational qualifications or work experience required and whether course credit may be applicable, details of which can be found again here: [sydney.edu.au/courses/search](https://sydney.edu.au/courses/search).
  - the facilities, classroom equipment and learning resources that will be available to you;
  - the grounds on which your enrolment may be deferred, suspended or cancelled, and you accept any conditions on your enrolment set out in your unconditional offer letter;
  - the Education Services for Overseas Student (ESOS) framework available at [internationaleducation.gov.au/Regulatory-Information/Pages/Regulatoryinformation.aspx](https://internationaleducation.gov.au/Regulatory-Information/Pages/Regulatoryinformation.aspx);
  - details of all fees you will be required to pay (which you accept as set out in your unconditional offer and may be subject to change in accordance with University policy) and the *International Student Fee Refund Policy 2017* (full details of which are included in your offer letter and displayed during offer acceptance);
  - the local environment in which you will be studying, including location of the campus or campuses, accommodation options and approximate costs of living.
2. If you are accompanied by any school-aged dependants, you will be required to pay their full fees if they are enrolled in either a government or a non-government school. More information on school tuition costs is available at: [studyinaustralia.gov.au/english/live-in-australia/living-costs](https://studyinaustralia.gov.au/english/live-in-australia/living-costs).
3. You must provide the University with details of your Australian residential address, email address, mobile telephone number and emergency contact details within 7 days of arrival in Australia or within 7 days of any change to these details whilst you are enrolled in the course.
4. Your enrolment at the University is subject to relevant Australian State and Federal legislation.
5. Unless as part of offer acceptance you have specifically declined any credit offered to you, you accept any course credit set out in your unconditional offer letter.
6. You have definite access to funds that cover your tuition and associated living costs. You understand that, if you should experience any financial difficulties, you (or your sponsor) will continue to be responsible for your own living expenses and that you will not be able to seek fee assistance or other financial assistance from the University.
7. You will comply with the University's rules and policies for admission, enrolment and progression.
8. You will advise the University of any change to the information you have provided.
9. The information collected on this form is needed by the University in order to process your application and to ensure the University complies with its legal obligations. These obligations include requirements under the Education Services for Overseas Students Act 2000 (and its associated National Code and Regulations) (together "the ESOS Laws") and to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The collected information will be provided to the Australian Government and designated authorities (including the NSW Government) and, if relevant, the ESOS Assurance Fund Manager, in accordance with the ESOS laws and where specific requests are made for compliance and monitoring purposes. In all other instances, use and disclosure of the collected information will be in accordance with the University's Privacy Policy. The University's Privacy Policy is available at [sydney.edu.au/privacy.shtml](https://sydney.edu.au/privacy.shtml).
10. You have read the University's *International Student Fee Refund Policy 2017*.
11. The University's *Resolution of Complaints Policy* sets out the general principles applicable to complaints or appeals made under other University policies and procedures. It applies in relation to University conduct related to applicants for admission to the University in regard to complaints about non-academic matters. *The Student Complaints Procedures 2015* provide how complaints may be raised (including informal resolution and how to raise a complaint) and how they will be assessed and resolved and prescribe the manner in which the University will conduct investigations where required.
12. This written agreement, and the right to make complaints and seek appeals of decisions and action under various processes, does not affect the rights of the student to take action under the *Australian Consumer Law* if the *Australian Consumer Law* applies.
13. By enrolling, you will be subject to the '*Intellectual Property Policy 2016*' as amended or replaced from time to time ('*Intellectual Property Policy*'). The current version of the *Intellectual Property Policy* is available by searching the University's Policy Register at [sydney.edu.au/policies](https://sydney.edu.au/policies).
14. The procedure on the refund of tuition fees constitutes a written agreement between the University and the student for the purposes of ESOS laws. The current version of the '*International Student Fee Refund Policy 2017*'

- is available by searching the University's Policy Register at [sydney.edu.au/policies](https://sydney.edu.au/policies), and may be amended or replaced from time to time. The '*International Student Fee Refund Policy 2017*' is also set out at Annexure B.
15. In the event the University is unable to fully deliver the course and meet its default obligations, you can seek the assistance of the Tuition Protection Service (TPS), an initiative of the Australian Government. The TPS ensures that international students are able to either (i) complete their studies in another course or with another education provider; or (ii) receive a refund on your unspent tuition fees. Further details can be found at the Government website here: [tps.gov.au/Home/NotLoggedIn](https://tps.gov.au/Home/NotLoggedIn).
  16. Despite any publication, announcement or advice, the University is not obliged to offer a particular course or unit of study in any particular semester, and may change arrangements for courses or units of study, including in respect of staffing, content or location.
  17. The University's full name is The University of Sydney, ABN 15 211 513 464, CRICOS Provider 00026A.
  18. Your acceptance, together with the unconditional offer (together, "the Agreement"), constitute the entire agreement between you and the University on its subject matter, and are governed by the law in force in New South Wales. By accepting the offer of admission to the University, you submit to the non-exclusive jurisdiction of the courts of New South Wales, Australia in relation to the Agreement.
  19. If you have a complaint about an overseas agent, further information can be found here: [sydney.edu.au/students/complaints](https://sydney.edu.au/students/complaints).

### **Refund of tuition fees**

The University's policy on the refund of tuition fees and other course money for international students has been developed in accordance with the Australian National Policy on Fee Refunds established by the Australian Vice-Chancellors' Committee and the ESOS Laws. Education Services for Overseas Student Act 2000 (ESOS Act 2000 as amended), Education Services for Overseas Student Regulations 2019 (ESOS Regulations 2019 as amended) and the National Code of Practice for Providers of Education and Training to Overseas Students 2018 (National Code).

The *International Student Fee Refund Policy 2017* can be found at Annexure B and: [sydney.edu.au/policies](https://sydney.edu.au/policies).

## **Annexure B: International Student Fee Refund Policy 2017**

### **1. Name of policy**

This is the International Student Fee Refund Policy 2016.

### **2. Commencement**

This policy commences on 1 March 2017.

### **3. Policy is binding**

Except to the extent that a contrary intention is expressed, this policy binds the University, staff, students and affiliates.

### **4. Statement of intent**

This policy:

- (a) sets out the circumstances in which the University will refund tuition fees and other course related money paid by, or on behalf of, international students;
- (b) meets the requirements of Part D, Standard 3 of the [National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students](#).

### **5. Application**

- (1) This policy applies to:
  - (a) all commencing international students, regardless of whether a third party has paid the relevant amounts to the University;
  - (b) all continuing international students, regardless of whether a third party has paid the relevant amounts to the University **provided that**, to the extent that applying this policy would place the student in a less advantageous position than the policy which applied at the time the student first enrolled, the prior policy will apply instead.
- (2) This policy does not apply to students in receipt of any of the following forms of United States government student aid:
  - (a) Federal Stafford Direct Loan - Unsubsidised;
  - (b) Federal Stafford Direct Loan - Subsidised;
  - (c) Federal PLUS Direct Loan.

**Note:** See [US Federal Student Aid - Return of Title IV Funds Policy 2014](#).

### **6. Definitions**

**census date** means the last date before which a student may withdraw from a subject or course before incurring a fee liability.

**course fees** the sum of the tuition fees and non-tuition fees received by the University in respect of a particular student. They may relate to past, current or future teaching or research periods.

**current teaching or research period** means, as appropriate:

- a teaching or research period which is in progress; or
- the next teaching or research period scheduled to commence.

**Note:** See [Coursework Policy 2014](#) and [University of Sydney \(Higher Degree by Research\) Rule 2011](#) for further detail of teaching and research periods.

**delegate** means an employee, member or Committee of Senate or any other person or authority to whom or to which a delegation has been made by Senate.

**ESOS Framework** means:

- the [Educational Services for Overseas Students Act 2000 \(Cth\)](#) as amended by the [Education Services for Overseas Students Amendment Act 2014 \(Cth\)](#);
- the [Education Services for Overseas Students Regulations 2019](#);
- the [Education Services for Overseas Students \(Registration Charges\) Act 1997](#);
- the [National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students](#); and
- related regulations, legislative instruments and standards.

**international student**

means an enrolled or intending student who holds a temporary visa with study rights and **is not:**

- an Australian or New Zealand citizen (whether solely or as a dual citizen with another country);
- a permanent resident of Australia; or
- a holder of a permanent humanitarian visa.

For the purposes of this policy, this term also includes non-award students where relevant, even though they are not admitted to candidature in an award course.

**providing fraudulent information**

includes any of:

- making a material misrepresentation, or another person doing so on the applicant's behalf, in applying for admission to a course;
- failing to disclose to the University a fact or circumstance material to the University's decision to admit an applicant;
- obtaining admission on the basis of a degree, diploma or certificate obtained wholly or partly by fraud, academic misconduct or other dishonesty.

**tuition fees**

means fees which are directly related to the provision of a course that the University is providing or offering to provide to a student. Tuition fees do not include costs such as:

- overseas student health cover;
- student services and amenities fees;
- incidental or other costs that may be required as part of a student's enrolment;
- agents' recruitment fees which are paid by the University from tuition fees; or
- application fees.

**weekly tuition fee**

has the meaning given in the [Education Services for Overseas Students \(Calculation of Refund\) Specification 2014 \(Cth\)](#). As at the date of this policy, this is:

total tuition fees for the course ÷ number of calendar days in the course

**weeks in default period**

has the meaning given in the [Education Services for Overseas Students \(Calculation of Refund\) Specification 2014 \(Cth\)](#). As at the date of this policy, this is:

the number of calendar days from the default day to the end of the period to which the payment relates ÷ 7

## 7. All refunds

- (1) Refund entitlements will be calculated in accordance with the ESOS Framework.
- (2) When a student fails to commence or does not continue with a course, the University:
  - (a) will refund all or part of amounts paid on account of current teaching or research periods, as specified in this policy; and
  - (b) will refund all amounts paid on account of future teaching or research periods in full, including deposits required to be paid against future tuition fees for particular courses; but
  - (c) will not refund any amount paid on account of past teaching or research periods.

- (3) In exceptional circumstances, the relevant delegate may approve a refund in excess of the amount otherwise payable under this policy.
- (a) Such exceptional circumstances must be:
- (i) beyond the student's control; and
  - (ii) prevent the student completing the current teaching or research period.
- (b) In determining any refund under this subclause the relevant delegate must consider the date on which the exceptional circumstances arose.
- (4) Refunds will only be paid after cleared funds are received in the University bank account.
- (5) Outstanding debts owed by the student to the University will be deducted from any refund prior to payment.
- (6) If payments have been made by credit card, any applicable credit card surcharge will be retained by the University and not refunded.
- (7) Unless paid to another Australian educational institution, refunds will be paid:
- (a) to the person or entity from whom the original payment was received;
  - (b) in the same currency in which the original payment was received; and
  - (c) wherever possible, to the account from which, and using the mechanism by which, the original payment was received.
- (8) Students must complete and submit a refund application through the online student portal when seeking refunds under the following clauses:
- (a) clause 8;
  - (b) clause 10;
  - (c) clause 13.
- (9) All refund payments will be accompanied by a statement setting out any amounts that have been deducted from the refund.
- (10) Time periods specified in this policy for payment of refunds do not apply when the student in question is aged under 18 years. Refunds in such cases will be paid within 14 calendar days of the University being informed of the relevant event, or receiving the application (as appropriate).
- (11) Refund entitlements provided for in this policy are summarised in the table in **Schedule 1**.

#### **8. Refunds when a student withdraws, suspends or defers, and provides notice**

- (1) If a **student withdraws, suspends or defers before the current teaching or research period commences**, the student may elect to have:
- (a) a refund of 90% of the tuition fees paid for the current teaching or research period; or
  - (b) a credit for their next fee instalment equivalent to 100% of the tuition fees for the current teaching or research period.
- (2) If a **student withdraws or suspends after commencement but before the census date in the current teaching or research period**, the student may elect to have:
- (a) a refund of 50% of the tuition fees paid for the current teaching or research period; or
  - (b) a credit for their next fee instalment equivalent to 100% of the tuition fees for the current teaching or research period.
- (3) If a **student withdraws or suspends after the census date in the current teaching or research period**, the University will not provide a refund.
- (4) If a **higher degree by research student submits their thesis prior to the census date in the current research period**, the University will refund 100% of the course fees for the current research period.
- (5) Applications are required for refunds under this clause, which will be paid within 15 working days of receipt of the relevant application.

#### **9. Refunds when a student defaults due to visa refusal**

- (1) If a **student is refused a visa with appropriate study rights** and:
- (a) is unable to commence the course, the University will refund the amount of the course fees, minus the lesser of:
    - (i) 5% of the amount of the course fees received in respect of the student before the default day; or
    - (ii) \$500;
 or
  - (b) is unable to continue the course after commencement, the University will refund all unspent tuition fees, calculated as follows:
 
$$\text{refund amount} = \text{weekly tuition fee} \times \text{weeks in default period}.$$
- (2) Applications are not required for refunds under this clause, which will be paid within 20 working days of the day on which the University refuses to provide, or continue providing, the course to the student.

## 10. Refunds when a student defaults for other reasons

- (1) If a **student fails to complete enrolment and commence** on the agreed starting date without having withdrawn or deferred, the student may elect to have:
  - (a) a refund of 75% of the tuition fees paid for the current teaching or research period; or
  - (b) a credit for their next fee instalment equivalent to 75% of the tuition fees paid for the current teaching or research period.
- (2) If a **student is not permitted to commence or continue because of failure to pay** an amount owing to the University in order to undertake the course, the University will not refund any tuition fees for the current teaching or research period (unless suspension or termination occurs and the student withdraws before the relevant census date, in which case Clause 8 will apply).
- (3) If a **student has breached a visa condition**, with the result that the University refuses to provide, or continue to provide, a course, the University will not refund any tuition fees paid for the current teaching or research period (unless suspension or termination occurs and the student withdraws before the relevant census date, in which case Clause 8 will apply).
- (4) If a **student has had their enrolment suspended or terminated** for misconduct or breach of the University's student discipline or academic integrity rules, policies or procedures, the University will not refund any tuition fees paid for the current teaching or research period (unless suspension or termination occurs and the student withdraws before the relevant census date, in which case Clause 8 will apply).
- (5) If a **student has provided fraudulent information** in their application with the result that the University withdraws an offer of a place or terminates a student's enrolment. The University will not refund any tuition fees paid for the current teaching or research period.
- (6) If, after appropriate measures taken under relevant University rules, policies and procedures, a **student fails to make satisfactory academic progress** with the result that the University refuses to permit the student to continue, the University will not refund any tuition fees paid for the current teaching or research period (unless suspension or termination occurs and the student withdraws before the relevant census date, in which case Clause 8 will apply).
- (7) In relation to suspensions or terminations by the University, the suspension or termination date will be:
  - (a) the date on which any final decision is made by the University or relevant appellate body in relation to the student's case; or
  - (b) the date on which the time for making any such appeal expires.
- (8) Applications are required for all refunds under this clause, which will be paid within 15 working days of receipt of the relevant application.

## 11. Refunds when a student defaults but there is no written agreement with the University

- (1) If a student defaults for any reason in circumstances where there is no written agreement between the University and the student which complies with the ESOS Framework, the University will refund:
  - (a) if the default is due to visa refusal which occurs before the commencement of the course, all tuition and non-tuition fees received; or
  - (b) in all other cases, all unspent tuition fees received, calculated as follows:
 
$$\text{refund amount} = \text{weekly tuition fee} \times \text{weeks in default period}.$$
- (2) Applications are not required for refunds under this clause, which will be paid within 20 working days of the day on which the University refuses to provide, or continue providing, the course to the student.

## 12. Refunds when the University defaults

- (1) If the University defaults it will either:
  - (a) arrange for the student to be offered a place in a course at the University's expense; or
  - (b) pay a refund as provided in this clause.
- (2) The student may elect whether to accept the offer of an alternative place, or to obtain a refund.

**Note:** See section 46D of the [Educational Services for Overseas Students Act 2000 \(Cth\)](#).

- (3) If:
  - (a) the **course fails to start on the agreed starting date** ;
  - (b) the **course ceases to be provided** by the University after it has started but before the student has completed; or
  - (c) the **University is unable to provide the course** in full as a result of a sanction imposed by a government regulator

then

(d) the University will refund:

(i) all unspent tuition fees, calculated as follows:

*refund amount = weekly tuition fee x weeks in default period; and*

(ii) any University application fees.

(4) Applications are not required for refunds under this clause, which will be paid within 10 working days of the agreed starting date or the date on which the course ceases to be provided.

### 13. Refunds after change of residency status

(1) If an **intending student obtains permanent residence before enrolling and is transferred to a Commonwealth supported place**, the intending student may elect to have:

(a) a refund of the fees paid; or

(b) all or part of the fees paid credited against fees payable in relation to the Commonwealth supported place for the current and future teaching or research periods.

(2) If the student does not apply for a refund, the University will retain the funds and apply them as specified in subclause 13(1)(b).

(3) If a **student obtains permanent residence after enrolling but before census date in the current teaching or research period and is transferred to either a Commonwealth supported place or domestic fee paying place**, the student may elect to have:

(a) a refund of the difference between the fees paid for the current teaching or research period and the amount now payable for that period; or

(b) a credit, equal to the difference between the fees paid for the current teaching or research period and the amount now payable for that period, against fees payable in relation to the Commonwealth supported or domestic fee paying place.

(4) If the student does not apply for a refund, the University will retain the funds and apply them as specified in subclause 13(1)(b).

(5) If a **student obtains permanent residence after the census date in the current teaching or research period**, the University will not refund any tuition fees paid for the current teaching or research period.

(6) If a **student obtains permanent residence but is unable to transfer to a Commonwealth supported place or domestic fee paying place due to unavailability of places or ineligibility of the student**, the University will refund 100% of the fees paid on account of:

(a) the current teaching or research period; and

(b) any future teaching or research periods.

(7) Applications are required for refunds under this clause, which will be paid within 15 working days.

### 14. Student services and amenities fees

(1) The University will refund student services and amenities fees only if the student has withdrawn or ceased before the relevant census date.

(2) Refunds of student services and amenities fees will be processed together with the refund of tuition fees. A separate application is not required.

### 15. Overseas health cover fees

(1) The University will refund money received on account of overseas health cover for a student if:

(a) the student is unable to complete the course in circumstances covered by the overseas health cover provider's policy; and

(b) the University has not yet forwarded funds received on account of the student's overseas health cover to the University's overseas health cover provider.

(2) A student seeking a refund of overseas health cover fees from the University must complete the relevant Request for Refund form <http://sydney.edu.au/dam/corporate/documents/study/student-administration/application-for-refund-international.pdf> and provide:

(a) their full name;

(b) their date of birth;

(c) their membership number (provided to the student by the International Student Fees Office);

(d) a statement of the reason for seeking the refund; and

(e) evidence of the date of:

(i) transfer to another University; or

(ii) departure from Australia.

(3) If the University has forwarded the funds to the nominated overseas health cover provider, a student seeking a refund must apply directly to the provider, and must provide:

- (a) all of the information required under subclause 15(2);
- (b) a copy of the receipt for the overseas health care payment; and
- (c) any other information the provider requests.

(4) A sponsored student whose overseas health cover fees were paid by a third party is not entitled to a direct refund. The University will liaise with the overseas health care provider and the sponsor to arrange payment of a refund to the sponsor.

#### **16. Complaints and appeals**

(1) Complaints about refunds or applications for refunds should be made and will be addressed consistently with the [Resolution of Complaints Policy 2015](#) and the [Student Complaints Procedures 2015](#).

(2) Nothing in this or any other University policy or procedures removes a student's right to take action against the University under Australia's consumer protection laws.

#### **17. Rescissions and replacements**

This document replaces the Refund Procedures for International Students which commenced on 30 September 2008 and which is rescinded as from the date of commencement of this document.

### 18. SCHEDULE 1 - Summary Table

All fees paid in advance of the current teaching or research period are refunded.

Applications are required unless otherwise stated in the following table.

If the student is aged under 18 years, the time periods for payment of refunds specified below do not apply. Refunds will instead be made within 14 calendar days.

<b>EVENT</b>	<b>ENTITLEMENT</b>	<b>PROCESS AND POLICY REFERENCE</b>
<b>Student defers</b>	Refund of 90% of tuition fees for current period, within 15 working days; or Credit equivalent to 100% of tuition fees for current period.	Clause 8(1)
<b>Students withdraws or suspends</b>		
- Before commencement	Refund of 90% of tuition fees for current period, paid within 15 working days; or Credit equivalent to 100% of tuition fees for current period.	Clause 8(1)
- After commencement but before census date	Refund of 50% of tuition fees for current period, within 15 working days; or Credit equivalent to 100% of tuition fees for current period.	Clause 8(2)
- After census date	No refund of tuition fees for current period.	Clause 8(3)
<b>Higher degree by research student submit thesis prior to census date</b>	Refund of 100% of course fees for current period, paid within 15 working days.	Clause 8(4)
<b>Visa refused</b>		
- Before commencement	Refund of course fees less 5% or \$500, paid within 20 working days.	No application required. Clause 9(1)(a)
- After commencement	Refund of unspent tuition fees calculated in accordance with formula, paid within 20 working days.	No application required. Clause 9(1)(b).
<b>Student fails to enrol and commence without withdrawal or deferral</b>	Refund of 75% of tuition fees for current period, paid within 15 working days; or Credit equivalent to 75% of tuition fees for current period.	Clause 10(1).
<b>Student not permitted to commence or continue because of failure to pay, after census date</b>	No refund of tuition fees for current period.	Clause 10(2).  See clause 8 if prior to census date.

<b>EVENT</b>	<b>ENTITLEMENT</b>	<b>PROCESS AND POLICY REFERENCE</b>
<b>Student breaches visa condition, after census date</b>	No refund for current period.	Clause 10(3).  See clause 8 if prior to census date.
<b>Student enrolment suspended or terminated on conduct grounds after census date</b>	No refund for current period.	Clause 10(4).  See clause 8 if prior to census date.
<b>Student offer withdrawn or enrolment terminated for fraudulent information</b>	No refund for current period.	Clause 10(5).
<b>Student not permitted to continue for failure to make satisfactory academic progress after census date</b>	No refund for current period.	Clause 10(6).  See clause 8 if prior to census date.
<b>Student defaults, but no written agreement with University</b>		
- Due to visa refusal before commencement	Refund of all tuition fees plus all non-tuition fees, paid within 20 working days.	No application required. Clause 11(1)(a).
- Other defaults	Refund of all unspent tuition fees calculated in accordance with formula, paid within 20 working days.	No application required. Clause 11(1)(b).
<b>Course fails to start on agreed starting date</b>	Refund of all unspent tuition fees plus all non-tuition fees, calculated in accordance with formula, paid within 10 working days; or Transfer to alternative course at University expense.	No application required.  Clause 12(3).
<b>University ceases to provide course before student completes</b>	Refund of all unspent tuition fees plus all non-tuition fees, calculated in accordance with formula, paid within 10 working days; or Transfer to alternative course at University expense.	No application required.  Clause 12(3).
<b>University unable to provide course due to government sanction</b>	Refund of all unspent tuition fees plus all non-tuition fees, calculated in accordance with formula, paid within 10 working days; or Transfer to alternative course at University expense.	No application required.  Clause 12(3).

<b>EVENT</b>	<b>ENTITLEMENT</b>	<b>PROCESS AND POLICY REFERENCE</b>
<b>Student obtains permanent residence before enrolling and is transferred to a Commonwealth supported place</b>	Refund of fees paid, paid within 15 working days; or Credit of all or part of fees paid against fees payable in relation to Commonwealth supported place for current and future period.	Clause 13(1).
<b>Student obtains permanent residence after enrolling but before census date in the current period and is transferred to either a Commonwealth supported place or a domestic fee paying place</b>	Refund of difference between fees paid for current period and amount now payable that period within 15 working days; or Credit equal to difference between the fees paid for the current period and the amount now payable for that period against fees payable in relation to Commonwealth supported place for current and future period.	Clause 13(3).
<b>Student obtains permanent residence after the census date in the current period</b>	No refund of tuition fees paid for current period.	Clause 13(5).
<b>Student obtains permanent residence but is unable to transfer to a Commonwealth supported place or a domestic fee paying place due to unavailability of places or ineligibility of the student</b>	Refund of 100% of fees paid for current or future periods, paid within 15 working days.	Clause 13(6).
<b>Student services and amenities fee</b>	Refund of 100% of fee if student has withdrawn or ceased before relevant census date.	No application required. Clause 14.
<b>Overseas health cover</b>	Refund of fees not yet released to insurer.	Clause 15.

14 February 2023

Ankush Samundre  
Ramkrushna Riksha Garage  
Ganjipeth  
Nagpur City  
India  
440018  
India

Dear Ankush,

**UNCONDITIONAL OFFER OF ADMISSION**

We are delighted to let you know that your application to study at the University of Sydney ('University') has been successful, and we are offering you the opportunity to join our vibrant student community. Here are some important details about your offer:

<b>Your student ID</b>	530559010
<b>Course name</b>	Master of Information Technology and Master of Information Technology Management
<b>Course code</b>	MAINFITM1000
<b>Course location</b>	Camperdown/Darlington, Sydney
<b>CRICOS code</b>	083638G
<b>Work-based training component</b>	No <i>see Training and placements below</i>
<b>Credit points in total</b>	96
<b>Indicative course duration</b>	104 weeks
<b>Commencement date</b>	31 July 2023
<b>Academic year of entry</b>	2023
<b>Semester</b>	Semester 2
<b>Mode of Study</b>	Full time, International
<b>2023 Indicative tuition fees (Year 1)</b>	For students commencing the Master of Information Technology and Master of Information Technology Management in Semester 1, 2023: \$50,500.00.  <b>This tuition fee is indicative and represents 2023 fees only. It is subject to annual increases for each year of your study, effective at the start of each calendar year.</b>  <b>Please read the important information on fees set out in this offer carefully.</b>
<b>Overseas Student Health Cover</b>	\$1,440.00
<b>2023 student services and amenities fee (Year 1)</b>	\$326.00
<b>Initial payment</b>	\$25,250.00

Please take the time to read the important information about your Course on the following pages.

### **Accept your offer**

Once you have read that information, your next step is to accept your offer online. Please log in to your Sydney Student portal at: [sydneystudent.sydney.edu.au](https://sydneystudent.sydney.edu.au), select 'My Applications', then 'Respond to offer'.

To accept this offer you must also pay in-full, the initial payment listed in the table above. You may choose to pay more than the initial payment before your course starts. If you wish to pay more than the initial payment, this can be done through the acceptance process and the available balance will be used for future units you enrol in.

Please note that you will not be able to enrol until you have accepted your offer. We will contact you at a later date with instructions about how to enrol. It is your responsibility to keep a copy of this letter and any receipts you receive for your payment of tuition fees and non-tuition fees.

### **Please also note that this offer will only remain valid for as long as there are places available in the year in which you have applied for course commencement.**

It is your responsibility to ensure that you arrive in time for start of semester. Should you be delayed and commence your study after the semester start date, you will be unable to use late enrolment as grounds for special consideration of assessments and exams. The final date to enrol in your preferred units of study can be found on the University's website under Study dates: [sydney.edu.au/students/study-dates](https://sydney.edu.au/students/study-dates).

Please also refer to the University's Find a Course website at: [sydney.edu.au/courses](https://sydney.edu.au/courses) for assumed knowledge requirements that may apply to your course.

Please also refer to the University's Study Dates website at [sydney.edu.au/study/study-dates](https://sydney.edu.au/study/study-dates) for current details of key dates including planned holiday breaks.

### **Please note that this offer will only remain valid for as long as there are places available in the year in which you have applied for course commencement.**

### **Overseas Student Health Cover**

It is a condition of your student visa that you maintain Overseas Student Health Cover (**OSHC**) for the duration of your studies. OSHC needs to be arranged around the same time you accept your offer to study. The University can arrange OSHC on your behalf, or you can purchase OSHC from one of the following current Australian Government-approved providers:

- Australian Health Management
- BUPA Australia
- Medibank Private
- Allianz OSHC
- nib OSHC
- CBHS International Health

Further information on OSHC can be found at [immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500#Eligibility](https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500#Eligibility).

The University has a preferred provider agreement with Allianz Global Assistance (OSHC) (**Allianz**), under which the University can arrange OSHC on your behalf. Under this agreement, the University receives a commission based on a percentage of the premium paid for a policy, and other benefits from Allianz, for facilitating OSHC for international students. The commission and other benefits will be used to support initiatives that improve the international student experience at the University.

If you elect to have the University arrange your OSHC on your behalf, you will be required to pay for your OSHC at the time of accepting your offer. You can find further information on arranging OSHC through the University at [sydney.edu.au/study/finances-fees-costs/living-costs/health-insurance](https://sydney.edu.au/study/finances-fees-costs/living-costs/health-insurance).

If you choose to obtain OSHC with another provider, you must provide evidence of your OSHC when applying for a student visa.

Please note that the OSHC amount quoted above is an indicative amount based on coverage of a single person under the University's preferred provider agreement with Allianz. This amount may change if you elect to amend the type of cover and a final quote will be calculated when you accept your offer.

### **Training and placements**

Based on the current underlying Course structure, students in the Course are not required to undertake compulsory work-based training, placements or other training. However, if you later select to enrol in particular units of study or streams then you may be required to do so. If you select a particular stream or units of study it is important for you to read the information and understand any specific enrolment and/or professional registration requirements. Further information can be found here: [sydney.edu.au/students/course-required-placements](https://sydney.edu.au/students/course-required-placements).

### **COVID-19 special measures - important information**

*Changes to operations until end of Semester 1, 2023*

The COVID-19 pandemic required temporary changes to the operation of the University for health and compliance reasons.

As a result, your course or parts of your course may be delivered differently than its delivery method prior to the pandemic. These changes will depend on the units in which you are enrolled and may include remote delivery of subjects and changes to campus operations, assessment methods and the mode for delivery of available support services. These changes are communicated through relevant Sydney Courses webpages and other University communication platforms.

You should ensure you understand how these changes may affect you by carefully reviewing the relevant Sydney Courses webpage(s) available at <https://www.sydney.edu.au/courses/search>, together with other relevant information communicated to you by the University. Please ensure you review the webpages regularly for any updates.

**As at the date of this letter, the University intends that these interim arrangements will cease at the end of Semester 1, 2023 but you will need to check the requirements for your particular course as some schools and faculties may cease the arrangements earlier. From Semester 2, 2023, all students will be required to return to campus and pandemic-related measures for delivery of courses will cease for all courses. Students who commence their studies offshore in a course that has in-person requirements but due to COVID-19 will study remotely, are expected to come to Australia on a relevant visa from Semester 2, 2023, if not earlier, depending on their specific course requirements listed on the website.**

By accepting this offer, you agree that you have read and understood this COVID-19 important information.

### **Supporting documents**

The University accepts scanned documents submitted online in support of applications for admission to courses. All supporting documents must be true and complete records. You should be prepared to provide original documents or original certified copies of supporting documents upon request at any time.

Documents submitted in a language other than English must be accompanied by a complete English translation. The University accepts translations to English made by an accredited translator with a government body, the Registrar of the issuing institution or, for international applicants, registered University education Agents who are designated translators.

Please note that detailed checking of supporting documents is an inherent element of our admissions process and may involve contacting the original issuing authority, relevant tertiary admissions centre, organisation, or individual, as required, to verify documents. A failure to provide documents on request, or the discovery of either fraudulent documents or a misrepresentation of true circumstances in association with your application, may lead to the rejection of your application for admission, the withdrawal of your offer, or the cancellation of your enrolment.

### **Important information about fees**

The tuition fee set out in this offer is indicative only. The exact tuition fee that you pay will depend on the calendar year in which you undertake your study in the Course.

### **Tuition fees**

The tuition fee set out in this offer is based on a full-time student enrolment load of 48 credit points per year (1.0 Equivalent Full Time Study Load). If your study load is more or less than 1.0 EFTSL, your tuition fee will differ from the indicative fee set out in this offer.

**Tuition fees are subject to annual review by the University and will increase each calendar year of your study, effective at the start of each calendar year.**

The exact tuition fees that you will pay for your specific enrolment in any given semester (or research period) will be set out in your 'Student Financial Statement'. This Statement will be generated, and available within 24 hours in your Sydney Student portal, once you have submitted your enrolment selections prior to the relevant University census date.

Please note that sanctions for unpaid student debts apply and are set out in the 'Student Debtor Sanctions Policy 2014' (as may be amended or replaced from time to time) which can be found at: [sydney.edu.au/policies](http://sydney.edu.au/policies).

### **Student Services and Amenities Fee (not included in the tuition fees above)**

The Student Services and Amenities fee (**SSA Fee**) was introduced by the Australian Government to increase student support and facilities at Australian universities. Please note that the SSA Fee listed in this offer is indicative of the year stated, and based on a full-time student enrolment load of 48 credit points per year (1.0 Equivalent Full Time Study Load). You will be required to pay a SSA Fee each semester for your study in a course. The SSA Fee is subject to annual review by the University, and will increase each year of your period of study (subject to a Government specified cap on indexation), effective at the start of each calendar year. For further information about the SSA Fee, due dates for payment, and payment deferral for eligible students, please consult the University's webpage at: [sydney.edu.au/students/ssaf](http://sydney.edu.au/students/ssaf).

### **Additional Expenses**

Please note that for some courses there are additional expenses in addition to the course fee. Some of these additional costs are significant, for example, course-specific materials, tools, protective clothing and equipment. Please consult the University's web page for more information: [sydney.edu.au/students/materials-equipment](http://sydney.edu.au/students/materials-equipment).

### **Method of Payment**

There are a number of ways that you can pay the fees that apply to your study. Be aware, a surcharge will apply for payments made using a debit or credit card. Find a list of the applicable card payment fees on our [website](http://sydney.edu.au/students/paying-fees). The surcharge is subject to review and may change. Information about payment methods can be found on our website [sydney.edu.au/students/paying-fees](http://sydney.edu.au/students/paying-fees)

### **Recognition of Prior Learning**

Your previous studies may allow you to reduce the length of your studies in this Course, depending on their relevance. The University's policies are available at the Policy Register at: [sydney.edu.au/policies](http://sydney.edu.au/policies). You should consult with the [Student Centre](#) for more specific information about your eligibility and apply for credit via your Student Portal.

### **Status of Deferral**

Please consult the 'Coursework Policy 2014' (as may be amended or replaced from time to time) at: [sydney.edu.au/policies](http://sydney.edu.au/policies) for up-to-date information about the University's policies on deferral.

### **Changes to your student status**

The University's 'Coursework Policy 2014' (which can be found at: [sydney.edu.au/policies](http://sydney.edu.au/policies)) provides information about residency changes and how any changes will affect your offer of admission and fee liability. The Policy may be amended or replaced from time to time, and you must consult this Policy for up-to-date information about changes to student status.

As at the date of this offer letter, your offer is valid for admission to the University as an international student.

Subject to changes to the Policy (which it is your responsibility to consult), if you are granted domestic status (Australia citizenship, Australian Permanent Residency or New Zealand citizenship), you must advise the University immediately by:

- a. notifying the Admissions Office in writing if domestic status is granted before accepting your offer; or
- b. submitting a Change of Residency/Visa request through your Student Portal if domestic status is granted after accepting your offer.

You should note that, if you are granted domestic status (Australian citizenship, Australian Permanent Residency or New Zealand citizenship) prior to enrolling in your offered course, you must be re-assessed for admission to a Commonwealth Supported Place (**CSP**). At the date of this offer and subject to changes to relevant laws and University rules and policies, if you are successfully assessed by the University for admission to a CSP and there are CSPs available in the course, you will be offered a CSP. Prior to enrolling in your offered course, if you are not successfully assessed for admission to a CSP, or there are no CSPs available in your course, your offer of admission will be cancelled and withdrawn. For information about residency changes while you are enrolled, please consult the above Policy.

### **University Rules and Policies**

As part of agreeing to the terms and conditions of this offer (including the terms and conditions set out at Annexure A to this letter), you agree to comply with the University's rules and policies that exist from time to time. The University's rules and policies are listed on the University's Policy Register at: [sydney.edu.au/policies](https://sydney.edu.au/policies). The University may amend these rules and policies from time to time, and you must consult the University's Policy Register for the most up-to-date information.

To the extent that there is any inconsistency with the terms of this offer, and the rules and policies of the University, the rules and policies prevail.

If you have queries about your offer, please see our information online at: [sydney.edu.au/study/find-a-course/postgraduate-study/postgraduate-courses](https://sydney.edu.au/study/find-a-course/postgraduate-study/postgraduate-courses) or contact our admissions team by email at [international.admissions@sydney.edu.au](mailto:international.admissions@sydney.edu.au).

Thank you for your application and we look forward to welcoming you to the University.

Kind regards,



Wen Chai,  
Director, Admissions  
For and on behalf of the Dean/Head of School and Dean

## Annexure A: Terms and conditions

By accepting this offer, you understand and agree that:

1. You have been informed about, provided information on, and you understand:
  - the details of the course you will undertake, including a general description of the content, the qualification that will be gained on completion (if applicable), the duration of the course, the teaching and assessment methods used, and the details and location of any other provider involved in delivering the course;
  - the requirements for admission into your course, including level of English language proficiency, educational qualifications or work experience required and whether course credit may be applicable, details of which can be found again here: [sydney.edu.au/courses/search](https://sydney.edu.au/courses/search).
  - the facilities, classroom equipment and learning resources that will be available to you;
  - the grounds on which your enrolment may be deferred, suspended or cancelled, and you accept any conditions on your enrolment set out in your unconditional offer letter;
  - the Education Services for Overseas Student (ESOS) framework available at [internationaleducation.gov.au/Regulatory-Information/Pages/Regulatoryinformation.aspx](https://internationaleducation.gov.au/Regulatory-Information/Pages/Regulatoryinformation.aspx);
  - details of all fees you will be required to pay (which you accept as set out in your unconditional offer and may be subject to change in accordance with University policy) and the *International Student Fee Refund Policy 2017* (full details of which are included in your offer letter and displayed during offer acceptance);
  - the local environment in which you will be studying, including location of the campus or campuses, accommodation options and approximate costs of living.
2. If you are accompanied by any school-aged dependants, you will be required to pay their full fees if they are enrolled in either a government or a non-government school. More information on school tuition costs is available at: [studyinaustralia.gov.au/english/live-in-australia/living-costs](https://studyinaustralia.gov.au/english/live-in-australia/living-costs).
3. You must provide the University with details of your Australian residential address, email address, mobile telephone number and emergency contact details within 7 days of arrival in Australia or within 7 days of any change to these details whilst you are enrolled in the course.
4. Your enrolment at the University is subject to relevant Australian State and Federal legislation.
5. Unless as part of offer acceptance you have specifically declined any credit offered to you, you accept any course credit set out in your unconditional offer letter.
6. You have definite access to funds that cover your tuition and associated living costs. You understand that, if you should experience any financial difficulties, you (or your sponsor) will continue to be responsible for your own living expenses and that you will not be able to seek fee assistance or other financial assistance from the University.
7. You will comply with the University's rules and policies for admission, enrolment and progression.
8. You will advise the University of any change to the information you have provided.
9. The information collected on this form is needed by the University in order to process your application and to ensure the University complies with its legal obligations. These obligations include requirements under the Education Services for Overseas Students Act 2000 (and its associated National Code and Regulations) (together "the ESOS Laws") and to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The collected information will be provided to the Australian Government and designated authorities (including the NSW Government) and, if relevant, the ESOS Assurance Fund Manager, in accordance with the ESOS laws and where specific requests are made for compliance and monitoring purposes. In all other instances, use and disclosure of the collected information will be in accordance with the University's Privacy Policy. The University's Privacy Policy is available at [sydney.edu.au/privacy.shtml](https://sydney.edu.au/privacy.shtml).
10. You have read the University's *International Student Fee Refund Policy 2017*.
11. The University's *Resolution of Complaints Policy* sets out the general principles applicable to complaints or appeals made under other University policies and procedures. It applies in relation to University conduct related to applicants for admission to the University in regard to complaints about non-academic matters. *The Student Complaints Procedures 2015* provide how complaints may be raised (including informal resolution and how to raise a complaint) and how they will be assessed and resolved and prescribe the manner in which the University will conduct investigations where required.
12. This written agreement, and the right to make complaints and seek appeals of decisions and action under various processes, does not affect the rights of the student to take action under the *Australian Consumer Law* if the *Australian Consumer Law* applies.
13. By enrolling, you will be subject to the '*Intellectual Property Policy 2016*' as amended or replaced from time to time ('*Intellectual Property Policy*'). The current version of the *Intellectual Property Policy* is available by searching the University's Policy Register at [sydney.edu.au/policies](https://sydney.edu.au/policies).
14. The procedure on the refund of tuition fees constitutes a written agreement between the University and the student for the purposes of ESOS laws. The current version of the '*International Student Fee Refund Policy 2017*'

- is available by searching the University's Policy Register at [sydney.edu.au/policies](https://sydney.edu.au/policies), and may be amended or replaced from time to time. The '*International Student Fee Refund Policy 2017*' is also set out at Annexure B.
15. In the event the University is unable to fully deliver the course and meet its default obligations, you can seek the assistance of the Tuition Protection Service (TPS), an initiative of the Australian Government. The TPS ensures that international students are able to either (i) complete their studies in another course or with another education provider; or (ii) receive a refund on your unspent tuition fees. Further details can be found at the Government website here: [tps.gov.au/Home/NotLoggedIn](https://tps.gov.au/Home/NotLoggedIn).
  16. Despite any publication, announcement or advice, the University is not obliged to offer a particular course or unit of study in any particular semester, and may change arrangements for courses or units of study, including in respect of staffing, content or location.
  17. The University's full name is The University of Sydney, ABN 15 211 513 464, CRICOS Provider 00026A.
  18. Your acceptance, together with the unconditional offer (together, "the Agreement"), constitute the entire agreement between you and the University on its subject matter, and are governed by the law in force in New South Wales. By accepting the offer of admission to the University, you submit to the non-exclusive jurisdiction of the courts of New South Wales, Australia in relation to the Agreement.
  19. If you have a complaint about an overseas agent, further information can be found here: [sydney.edu.au/students/complaints](https://sydney.edu.au/students/complaints).

### **Refund of tuition fees**

The University's policy on the refund of tuition fees and other course money for international students has been developed in accordance with the Australian National Policy on Fee Refunds established by the Australian Vice-Chancellors' Committee and the ESOS Laws. Education Services for Overseas Student Act 2000 (ESOS Act 2000 as amended), Education Services for Overseas Student Regulations 2019 (ESOS Regulations 2019 as amended) and the National Code of Practice for Providers of Education and Training to Overseas Students 2018 (National Code).

The *International Student Fee Refund Policy 2017* can be found at Annexure B and: [sydney.edu.au/policies](https://sydney.edu.au/policies).

## **Annexure B: International Student Fee Refund Policy 2017**

### **1. Name of policy**

This is the International Student Fee Refund Policy 2016.

### **2. Commencement**

This policy commences on 1 March 2017.

### **3. Policy is binding**

Except to the extent that a contrary intention is expressed, this policy binds the University, staff, students and affiliates.

### **4. Statement of intent**

This policy:

- (a) sets out the circumstances in which the University will refund tuition fees and other course related money paid by, or on behalf of, international students;
- (b) meets the requirements of Part D, Standard 3 of the [National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students](#).

### **5. Application**

- (1) This policy applies to:
  - (a) all commencing international students, regardless of whether a third party has paid the relevant amounts to the University;
  - (b) all continuing international students, regardless of whether a third party has paid the relevant amounts to the University **provided that**, to the extent that applying this policy would place the student in a less advantageous position than the policy which applied at the time the student first enrolled, the prior policy will apply instead.
- (2) This policy does not apply to students in receipt of any of the following forms of United States government student aid:
  - (a) Federal Stafford Direct Loan - Unsubsidised;
  - (b) Federal Stafford Direct Loan - Subsidised;
  - (c) Federal PLUS Direct Loan.

**Note:** See [US Federal Student Aid - Return of Title IV Funds Policy 2014](#).

### **6. Definitions**

**census date** means the last date before which a student may withdraw from a subject or course before incurring a fee liability.

**course fees** the sum of the tuition fees and non-tuition fees received by the University in respect of a particular student. They may relate to past, current or future teaching or research periods.

**current teaching or research period** means, as appropriate:

- a teaching or research period which is in progress; or
- the next teaching or research period scheduled to commence.

**Note:** See [Coursework Policy 2014](#) and [University of Sydney \(Higher Degree by Research\) Rule 2011](#) for further detail of teaching and research periods.

**delegate** means an employee, member or Committee of Senate or any other person or authority to whom or to which a delegation has been made by Senate.

**ESOS Framework** means:

- the [Educational Services for Overseas Students Act 2000 \(Cth\)](#) as amended by the [Education Services for Overseas Students Amendment Act 2014 \(Cth\)](#);
- the [Education Services for Overseas Students Regulations 2019](#);
- the [Education Services for Overseas Students \(Registration Charges\) Act 1997](#);
- the [National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students](#); and
- related regulations, legislative instruments and standards.

**international student**

means an enrolled or intending student who holds a temporary visa with study rights and **is not:**

- an Australian or New Zealand citizen (whether solely or as a dual citizen with another country);
- a permanent resident of Australia; or
- a holder of a permanent humanitarian visa.

For the purposes of this policy, this term also includes non-award students where relevant, even though they are not admitted to candidature in an award course.

**providing fraudulent information**

includes any of:

- making a material misrepresentation, or another person doing so on the applicant's behalf, in applying for admission to a course;
- failing to disclose to the University a fact or circumstance material to the University's decision to admit an applicant;
- obtaining admission on the basis of a degree, diploma or certificate obtained wholly or partly by fraud, academic misconduct or other dishonesty.

**tuition fees**

means fees which are directly related to the provision of a course that the University is providing or offering to provide to a student. Tuition fees do not include costs such as:

- overseas student health cover;
- student services and amenities fees;
- incidental or other costs that may be required as part of a student's enrolment;
- agents' recruitment fees which are paid by the University from tuition fees; or
- application fees.

**weekly tuition fee**

has the meaning given in the [Education Services for Overseas Students \(Calculation of Refund\) Specification 2014 \(Cth\)](#). As at the date of this policy, this is:

total tuition fees for the course ÷ number of calendar days in the course

**weeks in default period**

has the meaning given in the [Education Services for Overseas Students \(Calculation of Refund\) Specification 2014 \(Cth\)](#). As at the date of this policy, this is:

the number of calendar days from the default day to the end of the period to which the payment relates ÷ 7

## 7. All refunds

- (1) Refund entitlements will be calculated in accordance with the ESOS Framework.
- (2) When a student fails to commence or does not continue with a course, the University:
  - (a) will refund all or part of amounts paid on account of current teaching or research periods, as specified in this policy; and
  - (b) will refund all amounts paid on account of future teaching or research periods in full, including deposits required to be paid against future tuition fees for particular courses; but
  - (c) will not refund any amount paid on account of past teaching or research periods.

- (3) In exceptional circumstances, the relevant delegate may approve a refund in excess of the amount otherwise payable under this policy.
- (a) Such exceptional circumstances must be:
- (i) beyond the student's control; and
  - (ii) prevent the student completing the current teaching or research period.
- (b) In determining any refund under this subclause the relevant delegate must consider the date on which the exceptional circumstances arose.
- (4) Refunds will only be paid after cleared funds are received in the University bank account.
- (5) Outstanding debts owed by the student to the University will be deducted from any refund prior to payment.
- (6) If payments have been made by credit card, any applicable credit card surcharge will be retained by the University and not refunded.
- (7) Unless paid to another Australian educational institution, refunds will be paid:
- (a) to the person or entity from whom the original payment was received;
  - (b) in the same currency in which the original payment was received; and
  - (c) wherever possible, to the account from which, and using the mechanism by which, the original payment was received.
- (8) Students must complete and submit a refund application through the online student portal when seeking refunds under the following clauses:
- (a) clause 8;
  - (b) clause 10;
  - (c) clause 13.
- (9) All refund payments will be accompanied by a statement setting out any amounts that have been deducted from the refund.
- (10) Time periods specified in this policy for payment of refunds do not apply when the student in question is aged under 18 years. Refunds in such cases will be paid within 14 calendar days of the University being informed of the relevant event, or receiving the application (as appropriate).
- (11) Refund entitlements provided for in this policy are summarised in the table in **Schedule 1**.

#### **8. Refunds when a student withdraws, suspends or defers, and provides notice**

- (1) If a **student withdraws, suspends or defers before the current teaching or research period commences**, the student may elect to have:
- (a) a refund of 90% of the tuition fees paid for the current teaching or research period; or
  - (b) a credit for their next fee instalment equivalent to 100% of the tuition fees for the current teaching or research period.
- (2) If a **student withdraws or suspends after commencement but before the census date in the current teaching or research period**, the student may elect to have:
- (a) a refund of 50% of the tuition fees paid for the current teaching or research period; or
  - (b) a credit for their next fee instalment equivalent to 100% of the tuition fees for the current teaching or research period.
- (3) If a **student withdraws or suspends after the census date in the current teaching or research period**, the University will not provide a refund.
- (4) If a **higher degree by research student submits their thesis prior to the census date in the current research period**, the University will refund 100% of the course fees for the current research period.
- (5) Applications are required for refunds under this clause, which will be paid within 15 working days of receipt of the relevant application.

#### **9. Refunds when a student defaults due to visa refusal**

- (1) If a **student is refused a visa with appropriate study rights** and:
- (a) is unable to commence the course, the University will refund the amount of the course fees, minus the lesser of:
    - (i) 5% of the amount of the course fees received in respect of the student before the default day; or
    - (ii) \$500;
 or
  - (b) is unable to continue the course after commencement, the University will refund all unspent tuition fees, calculated as follows:
 
$$\text{refund amount} = \text{weekly tuition fee} \times \text{weeks in default period}.$$
- (2) Applications are not required for refunds under this clause, which will be paid within 20 working days of the day on which the University refuses to provide, or continue providing, the course to the student.

## 10. Refunds when a student defaults for other reasons

- (1) If a **student fails to complete enrolment and commence** on the agreed starting date without having withdrawn or deferred, the student may elect to have:
  - (a) a refund of 75% of the tuition fees paid for the current teaching or research period; or
  - (b) a credit for their next fee instalment equivalent to 75% of the tuition fees paid for the current teaching or research period.
- (2) If a **student is not permitted to commence or continue because of failure to pay** an amount owing to the University in order to undertake the course, the University will not refund any tuition fees for the current teaching or research period (unless suspension or termination occurs and the student withdraws before the relevant census date, in which case Clause 8 will apply).
- (3) If a **student has breached a visa condition**, with the result that the University refuses to provide, or continue to provide, a course, the University will not refund any tuition fees paid for the current teaching or research period (unless suspension or termination occurs and the student withdraws before the relevant census date, in which case Clause 8 will apply).
- (4) If a **student has had their enrolment suspended or terminated** for misconduct or breach of the University's student discipline or academic integrity rules, policies or procedures, the University will not refund any tuition fees paid for the current teaching or research period (unless suspension or termination occurs and the student withdraws before the relevant census date, in which case Clause 8 will apply).
- (5) If a **student has provided fraudulent information** in their application with the result that the University withdraws an offer of a place or terminates a student's enrolment. The University will not refund any tuition fees paid for the current teaching or research period.
- (6) If, after appropriate measures taken under relevant University rules, policies and procedures, a **student fails to make satisfactory academic progress** with the result that the University refuses to permit the student to continue, the University will not refund any tuition fees paid for the current teaching or research period (unless suspension or termination occurs and the student withdraws before the relevant census date, in which case Clause 8 will apply).
- (7) In relation to suspensions or terminations by the University, the suspension or termination date will be:
  - (a) the date on which any final decision is made by the University or relevant appellate body in relation to the student's case; or
  - (b) the date on which the time for making any such appeal expires.
- (8) Applications are required for all refunds under this clause, which will be paid within 15 working days of receipt of the relevant application.

## 11. Refunds when a student defaults but there is no written agreement with the University

- (1) If a student defaults for any reason in circumstances where there is no written agreement between the University and the student which complies with the ESOS Framework, the University will refund:
  - (a) if the default is due to visa refusal which occurs before the commencement of the course, all tuition and non-tuition fees received; or
  - (b) in all other cases, all unspent tuition fees received, calculated as follows:
 
$$\text{refund amount} = \text{weekly tuition fee} \times \text{weeks in default period}.$$
- (2) Applications are not required for refunds under this clause, which will be paid within 20 working days of the day on which the University refuses to provide, or continue providing, the course to the student.

## 12. Refunds when the University defaults

- (1) If the University defaults it will either:
  - (a) arrange for the student to be offered a place in a course at the University's expense; or
  - (b) pay a refund as provided in this clause.
- (2) The student may elect whether to accept the offer of an alternative place, or to obtain a refund.

**Note:** See section 46D of the [Educational Services for Overseas Students Act 2000 \(Cth\)](#).

- (3) If:
  - (a) the **course fails to start on the agreed starting date**;
  - (b) the **course ceases to be provided** by the University after it has started but before the student has completed; or
  - (c) the **University is unable to provide the course** in full as a result of a sanction imposed by a government regulator

then

(d) the University will refund:

(i) all unspent tuition fees, calculated as follows:

*refund amount = weekly tuition fee x weeks in default period; and*

(ii) any University application fees.

(4) Applications are not required for refunds under this clause, which will be paid within 10 working days of the agreed starting date or the date on which the course ceases to be provided.

### 13. Refunds after change of residency status

(1) If an **intending student obtains permanent residence before enrolling and is transferred to a Commonwealth supported place**, the intending student may elect to have:

(a) a refund of the fees paid; or

(b) all or part of the fees paid credited against fees payable in relation to the Commonwealth supported place for the current and future teaching or research periods.

(2) If the student does not apply for a refund, the University will retain the funds and apply them as specified in subclause 13(1)(b).

(3) If a **student obtains permanent residence after enrolling but before census date in the current teaching or research period and is transferred to either a Commonwealth supported place or domestic fee paying place**, the student may elect to have:

(a) a refund of the difference between the fees paid for the current teaching or research period and the amount now payable for that period; or

(b) a credit, equal to the difference between the fees paid for the current teaching or research period and the amount now payable for that period, against fees payable in relation to the Commonwealth supported or domestic fee paying place.

(4) If the student does not apply for a refund, the University will retain the funds and apply them as specified in subclause 13(1)(b).

(5) If a **student obtains permanent residence after the census date in the current teaching or research period**, the University will not refund any tuition fees paid for the current teaching or research period.

(6) If a **student obtains permanent residence but is unable to transfer to a Commonwealth supported place or domestic fee paying place due to unavailability of places or ineligibility of the student**, the University will refund 100% of the fees paid on account of:

(a) the current teaching or research period; and

(b) any future teaching or research periods.

(7) Applications are required for refunds under this clause, which will be paid within 15 working days.

### 14. Student services and amenities fees

(1) The University will refund student services and amenities fees only if the student has withdrawn or ceased before the relevant census date.

(2) Refunds of student services and amenities fees will be processed together with the refund of tuition fees. A separate application is not required.

### 15. Overseas health cover fees

(1) The University will refund money received on account of overseas health cover for a student if:

(a) the student is unable to complete the course in circumstances covered by the overseas health cover provider's policy; and

(b) the University has not yet forwarded funds received on account of the student's overseas health cover to the University's overseas health cover provider.

(2) A student seeking a refund of overseas health cover fees from the University must complete the relevant Request for Refund form <http://sydney.edu.au/dam/corporate/documents/study/student-administration/application-for-refund-international.pdf> and provide:

(a) their full name;

(b) their date of birth;

(c) their membership number (provided to the student by the International Student Fees Office);

(d) a statement of the reason for seeking the refund; and

(e) evidence of the date of:

(i) transfer to another University; or

(ii) departure from Australia.

(3) If the University has forwarded the funds to the nominated overseas health cover provider, a student seeking a refund must apply directly to the provider, and must provide:

- (a) all of the information required under subclause 15(2);
- (b) a copy of the receipt for the overseas health care payment; and
- (c) any other information the provider requests.

(4) A sponsored student whose overseas health cover fees were paid by a third party is not entitled to a direct refund. The University will liaise with the overseas health care provider and the sponsor to arrange payment of a refund to the sponsor.

#### **16. Complaints and appeals**

(1) Complaints about refunds or applications for refunds should be made and will be addressed consistently with the [Resolution of Complaints Policy 2015](#) and the [Student Complaints Procedures 2015](#).

(2) Nothing in this or any other University policy or procedures removes a student's right to take action against the University under Australia's consumer protection laws.

#### **17. Rescissions and replacements**

This document replaces the Refund Procedures for International Students which commenced on 30 September 2008 and which is rescinded as from the date of commencement of this document.

### 18. SCHEDULE 1 - Summary Table

All fees paid in advance of the current teaching or research period are refunded.

Applications are required unless otherwise stated in the following table.

If the student is aged under 18 years, the time periods for payment of refunds specified below do not apply. Refunds will instead be made within 14 calendar days.

<b>EVENT</b>	<b>ENTITLEMENT</b>	<b>PROCESS AND POLICY REFERENCE</b>
<b>Student defers</b>	Refund of 90% of tuition fees for current period, within 15 working days; or Credit equivalent to 100% of tuition fees for current period.	Clause 8(1)
<b>Students withdraws or suspends</b>		
- Before commencement	Refund of 90% of tuition fees for current period, paid within 15 working days; or Credit equivalent to 100% of tuition fees for current period.	Clause 8(1)
- After commencement but before census date	Refund of 50% of tuition fees for current period, within 15 working days; or Credit equivalent to 100% of tuition fees for current period.	Clause 8(2)
- After census date	No refund of tuition fees for current period.	Clause 8(3)
<b>Higher degree by research student submit thesis prior to census date</b>	Refund of 100% of course fees for current period, paid within 15 working days.	Clause 8(4)
<b>Visa refused</b>		
- Before commencement	Refund of course fees less 5% or \$500, paid within 20 working days.	No application required. Clause 9(1)(a)
- After commencement	Refund of unspent tuition fees calculated in accordance with formula, paid within 20 working days.	No application required. Clause 9(1)(b).
<b>Student fails to enrol and commence without withdrawal or deferral</b>	Refund of 75% of tuition fees for current period, paid within 15 working days; or Credit equivalent to 75% of tuition fees for current period.	Clause 10(1).
<b>Student not permitted to commence or continue because of failure to pay, after census date</b>	No refund of tuition fees for current period.	Clause 10(2).  See clause 8 if prior to census date.

<b>EVENT</b>	<b>ENTITLEMENT</b>	<b>PROCESS AND POLICY REFERENCE</b>
<b>Student breaches visa condition, after census date</b>	No refund for current period.	Clause 10(3).  See clause 8 if prior to census date.
<b>Student enrolment suspended or terminated on conduct grounds after census date</b>	No refund for current period.	Clause 10(4).  See clause 8 if prior to census date.
<b>Student offer withdrawn or enrolment terminated for fraudulent information</b>	No refund for current period.	Clause 10(5).
<b>Student not permitted to continue for failure to make satisfactory academic progress after census date</b>	No refund for current period.	Clause 10(6).  See clause 8 if prior to census date.
<b>Student defaults, but no written agreement with University</b>		
- Due to visa refusal before commencement	Refund of all tuition fees plus all non-tuition fees, paid within 20 working days.	No application required. Clause 11(1)(a).
- Other defaults	Refund of all unspent tuition fees calculated in accordance with formula, paid within 20 working days.	No application required. Clause 11(1)(b).
<b>Course fails to start on agreed starting date</b>	Refund of all unspent tuition fees plus all non-tuition fees, calculated in accordance with formula, paid within 10 working days; or Transfer to alternative course at University expense.	No application required.  Clause 12(3).
<b>University ceases to provide course before student completes</b>	Refund of all unspent tuition fees plus all non-tuition fees, calculated in accordance with formula, paid within 10 working days; or Transfer to alternative course at University expense.	No application required.  Clause 12(3).
<b>University unable to provide course due to government sanction</b>	Refund of all unspent tuition fees plus all non-tuition fees, calculated in accordance with formula, paid within 10 working days; or Transfer to alternative course at University expense.	No application required.  Clause 12(3).

<b>EVENT</b>	<b>ENTITLEMENT</b>	<b>PROCESS AND POLICY REFERENCE</b>
<b>Student obtains permanent residence before enrolling and is transferred to a Commonwealth supported place</b>	Refund of fees paid, paid within 15 working days; or Credit of all or part of fees paid against fees payable in relation to Commonwealth supported place for current and future period.	Clause 13(1).
<b>Student obtains permanent residence after enrolling but before census date in the current period and is transferred to either a Commonwealth supported place or a domestic fee paying place</b>	Refund of difference between fees paid for current period and amount now payable that period within 15 working days; or Credit equal to difference between the fees paid for the current period and the amount now payable for that period against fees payable in relation to Commonwealth supported place for current and future period.	Clause 13(3).
<b>Student obtains permanent residence after the census date in the current period</b>	No refund of tuition fees paid for current period.	Clause 13(5).
<b>Student obtains permanent residence but is unable to transfer to a Commonwealth supported place or a domestic fee paying place due to unavailability of places or ineligibility of the student</b>	Refund of 100% of fees paid for current or future periods, paid within 15 working days.	Clause 13(6).
<b>Student services and amenities fee</b>	Refund of 100% of fee if student has withdrawn or ceased before relevant census date.	No application required. Clause 14.
<b>Overseas health cover</b>	Refund of fees not yet released to insurer.	Clause 15.



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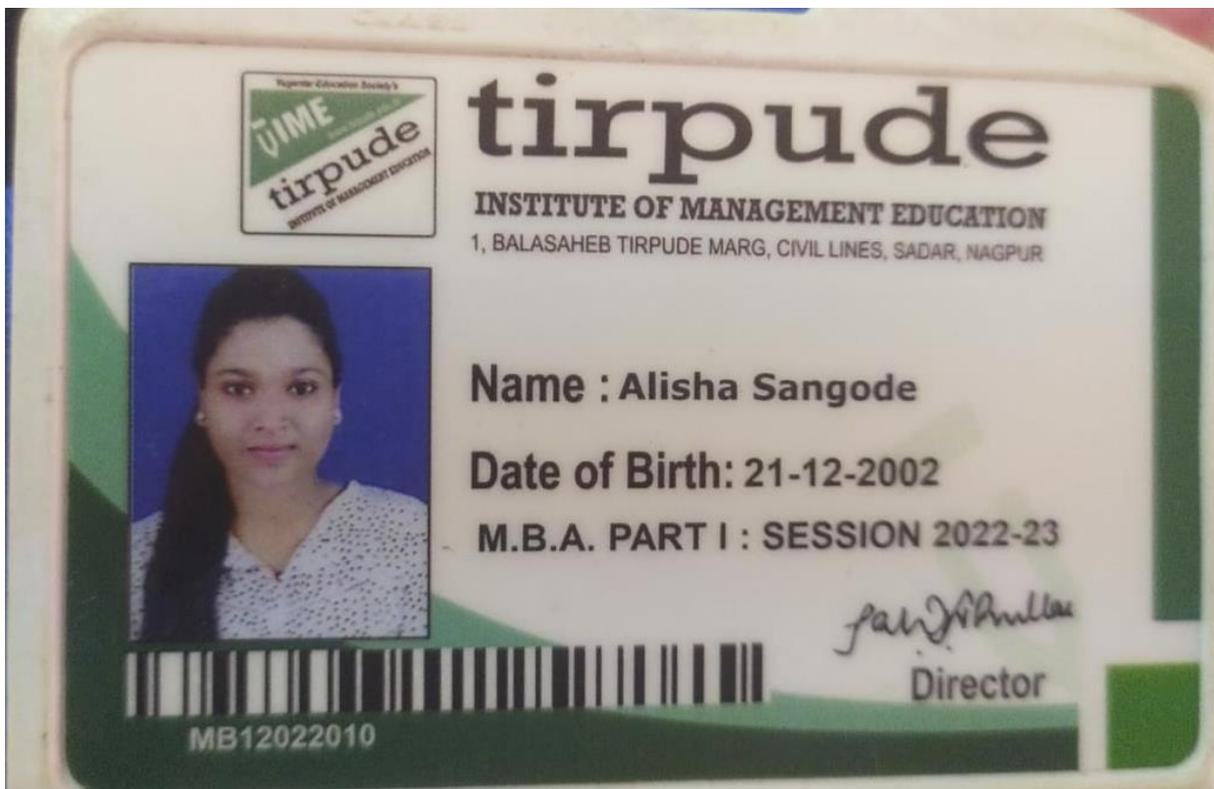
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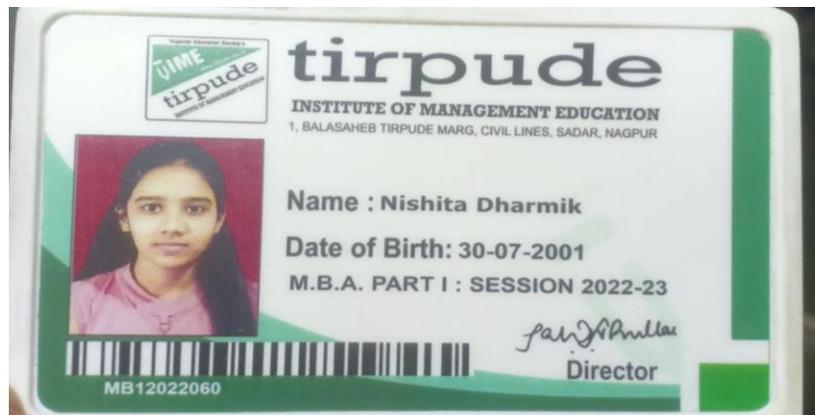
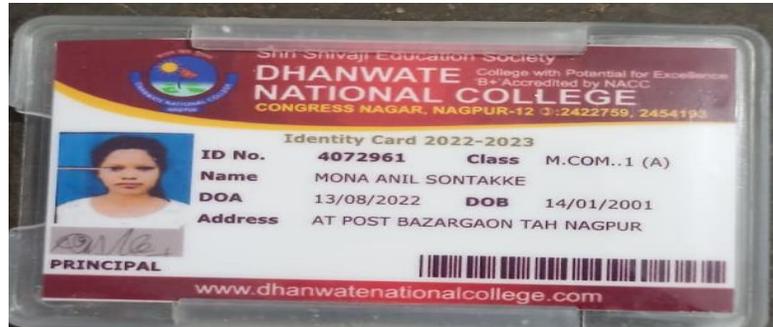


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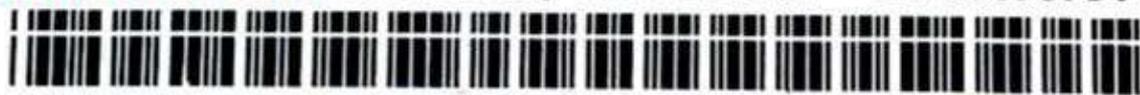


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